

SAN DIEGO UNIFIED SCHOOL DISTRICT
FOOD SERVICES DEPARTMENT

WORK METHODS

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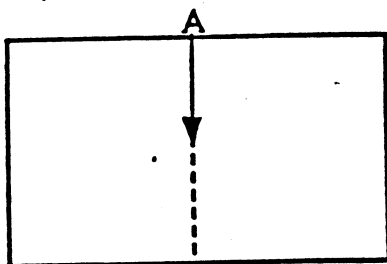
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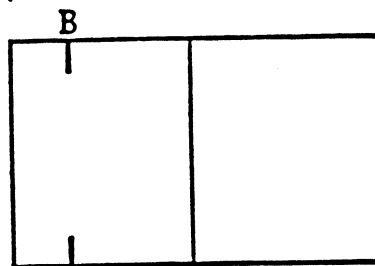
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CUTTING INSTRUCTION: 24/PAN (RECTANGLE CUT)

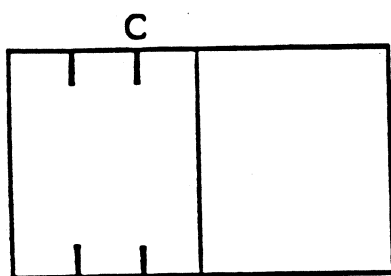
Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)



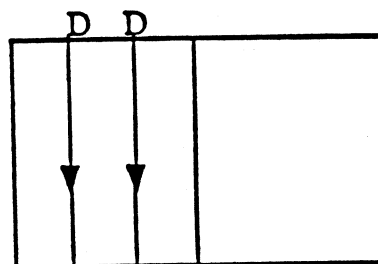
Step 2: Mark (Score) Approx. 3" from edge of pan, on top and bottom
(See mark B)



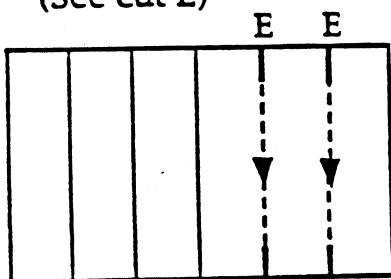
Step 3. Mark (Score) the top and bottom edge in the middle of the remaining space on the left half.
(See mark C)



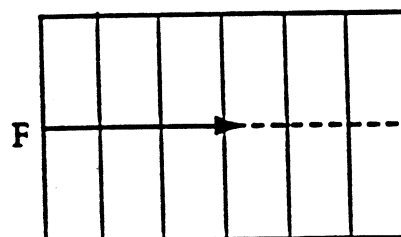
Step 4. Make two vertical cuts by connecting the opposite points. (See cut D)



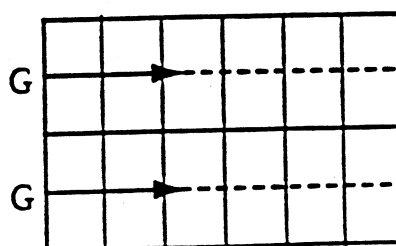
Step 5. Repeat steps 2, 3 and 4 on the right half.
(See cut E)



Step 6. Cut lengthwise into two equal parts. (See cut F)

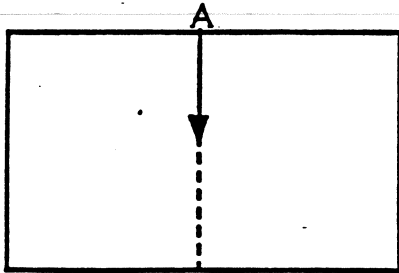


Step 7. Cut top and bottom parts in half lengthwise. (See cut G)

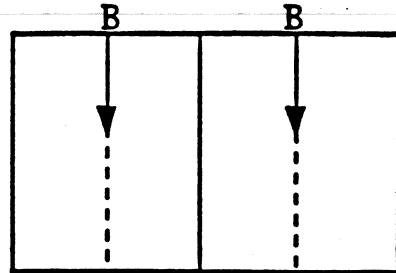


CUTTING INSTRUCTION:(4x8)32/PAN (RECTANGLE CUT)

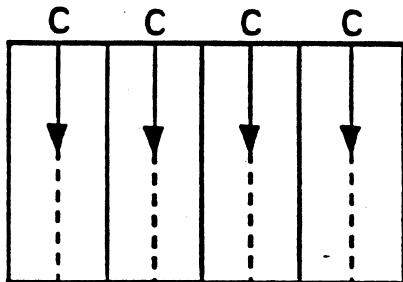
Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)



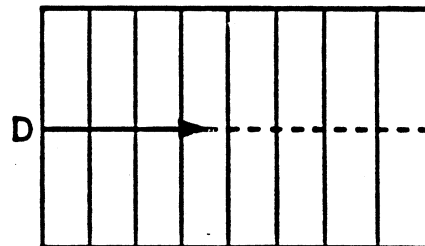
Step 2: Make two vertical cuts for four EQUAL parts.
(See cut B)



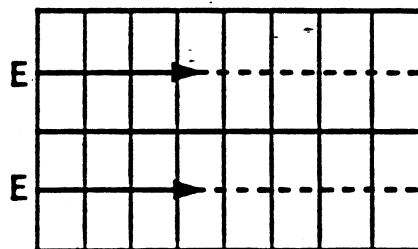
Step 3. Cut each part in half for eight EQUAL parts.
(See cut C)



Step 4. Cut lengthwise into two EQUAL parts. (See cut D)

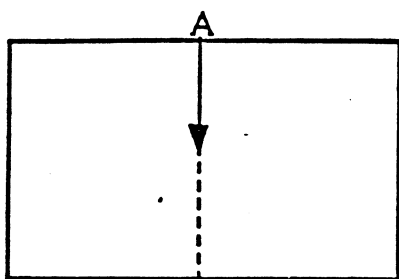


Step 4. Cut top and bottom parts in half lengthwise to make 32 EQUAL portions.
(See cut E)

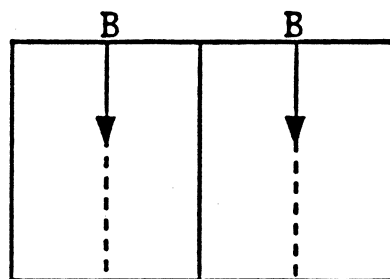


CUTTING INSTRUCTION:(5x8) 40/PAN

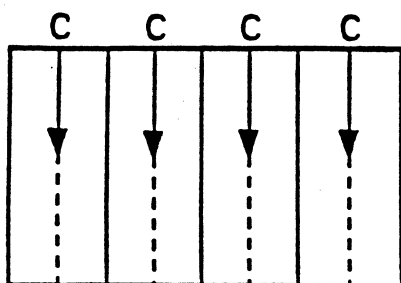
Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)



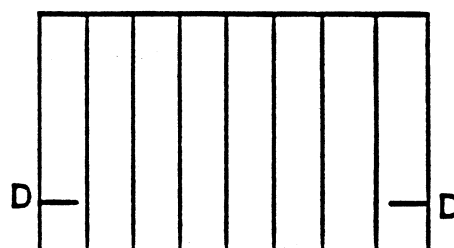
Step 2: Make two vertical cuts for four EQUAL parts.
(See cut B)



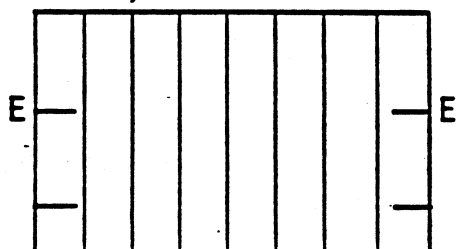
Step 3. Cut each part in half for eight EQUAL parts. (See cut C)



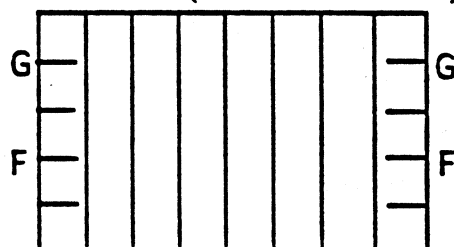
Step 4. Mark (Score) Approx 2.5" from edge pan. (See mark D)



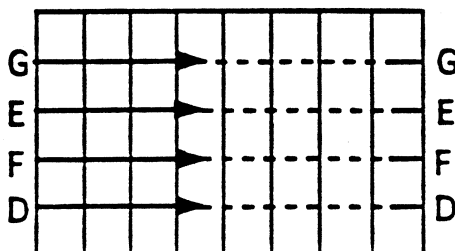
Step 5. Score remaining space in half
(See mark E)



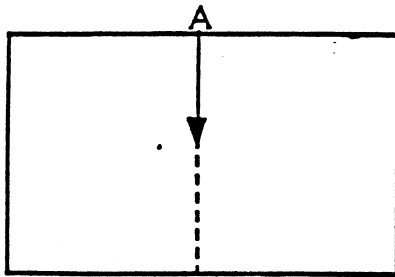
Step 6. Score spaces created by mark E
in half. (See marks F & G)



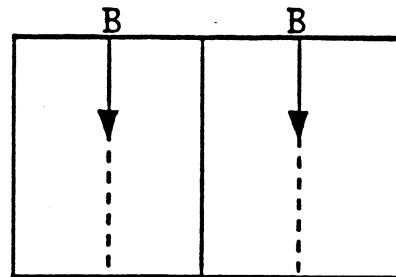
Step 7. Make four horizontal cuts by connecting the opposite scored points, to get 40 equal portions. (See diagram below)



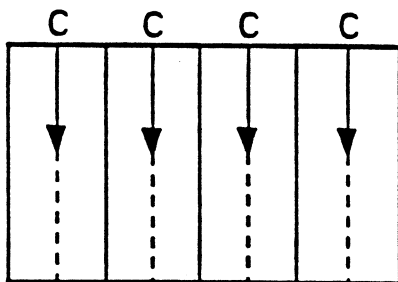
Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)



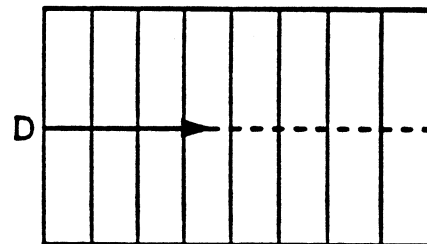
Step 2: Make two vertical cuts for four EQUAL parts.
(See cut B)



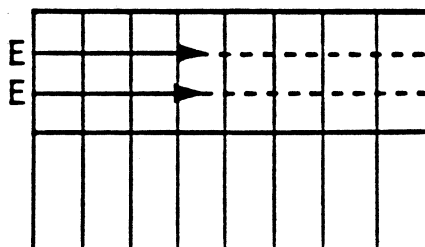
Step 3. Cut each part in half for eight EQUAL parts.
(See cut C)



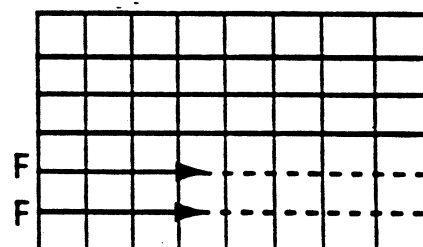
Step 4. Cut lengthwise into two EQUAL parts. (See cut D)



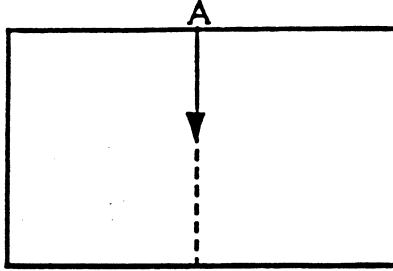
Step 5. Cut top half in 3 equal portions lengthwise
(See cut E)



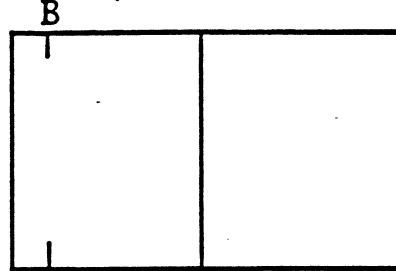
Step 6. Cut bottom half in 3 equal portions lengthwise.
(See cut F)



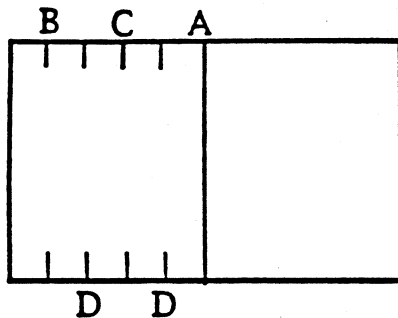
Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)



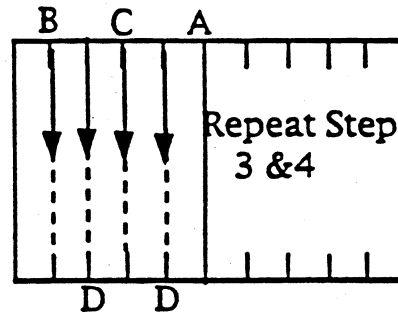
Step 2: Mark (Score) Approx. 1 3/4" from edge of pan on top and bottom
(See mark B)



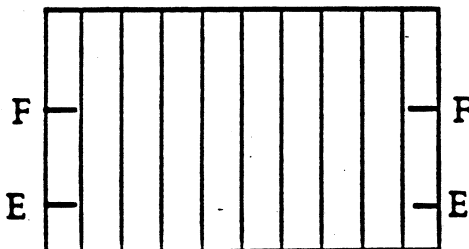
Step 3. Score remaining space in half
(See mark C) now score space in half between B&C and C&A (See mark D)



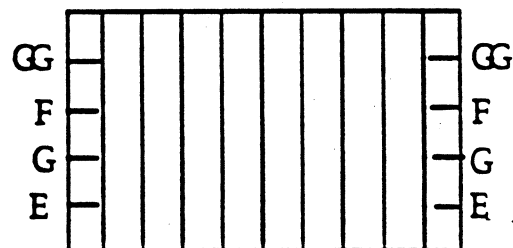
Step 4. Make four vertical cuts, connecting the opposite scored points.
(See diagram below) Repeat Step 3&4.



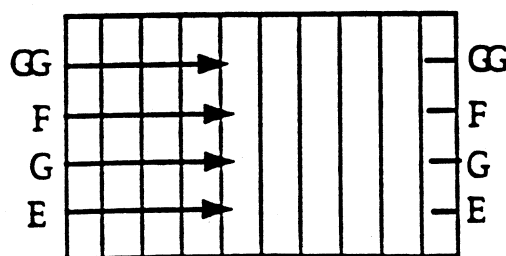
Step 5. Mark approx. 2.5" from edge of pan. (See mark E) Score remaining space in half (See mark F)



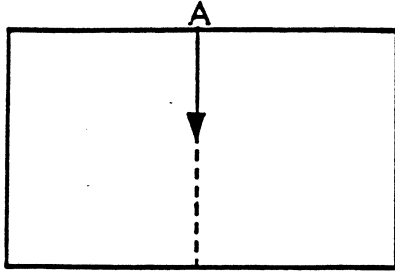
Step 6. Score spaces created by mark E&F in halves. (See marks G&GG)



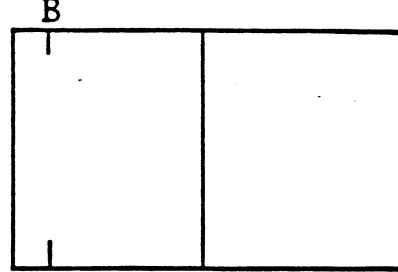
Step 7. Make four horizontal cuts by connecting the opposite scored points, to get 50 equal portions. (See diagram below)



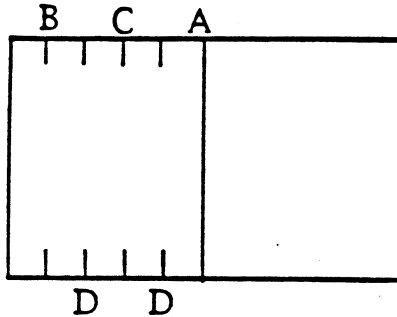
Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)



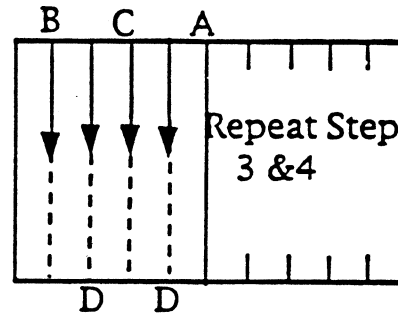
Step 2: Mark (Score) Approx. 1 3/4" from edge of pan on top and bottom
(See mark B)



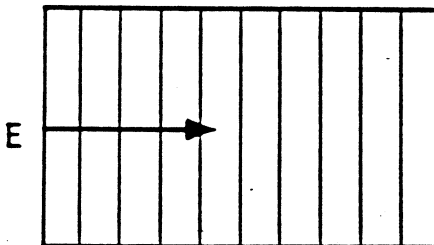
Step 3. Score remaining space in half
(See mark C) now score space in half between B&C and C&A (See mark D)



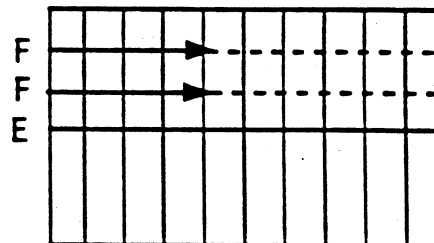
Step 4. Make four vertical cuts, connecting the opposite scored points.
(See diagram below) Repeat Step 3&4.



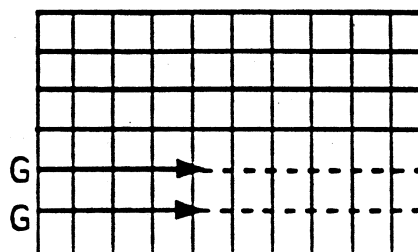
Step 5. Cut lengthwise into two EQUAL parts. (See cut E)



Step 6. Cut top half in 3 equal portions lengthwise. (See cut F)



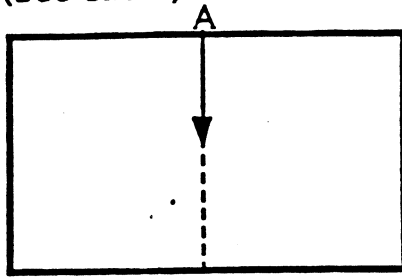
Step 7. Cut bottom half in 3 equal portions lengthwise.
(See cut G)



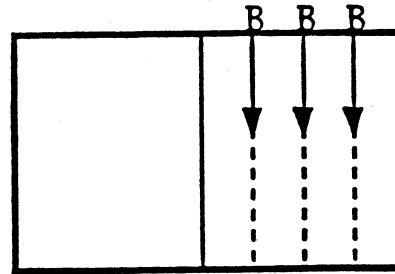
**CUTTING INSTRUCTION:(5X16)
80/ BUN PAN**

pg. 7

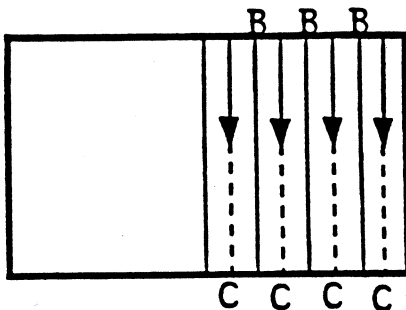
**Step 1. Make vertical cut to create two EQUAL parts.
(See cut A)**



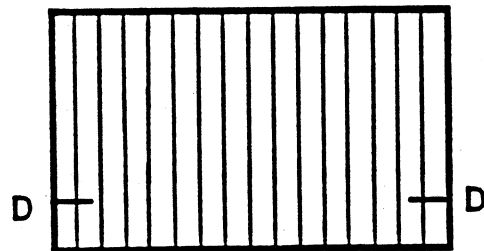
Step 2: Make three vertical cuts for four EQUAL parts, right half of the bun pan. (See cut B)



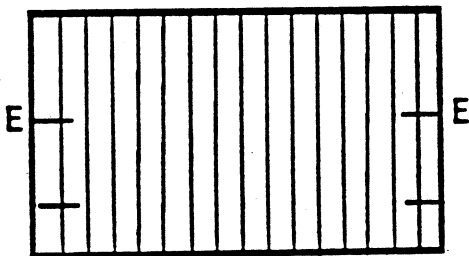
Step 3. Cut each part in half for eight EQUAL parts. (See cut C)



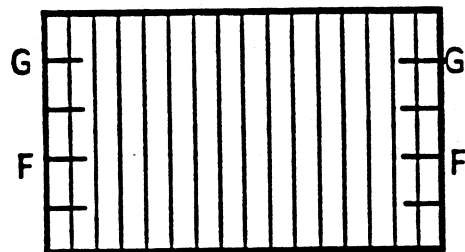
Step 4. Repeat steps: 1 through 3 on left half of the bun pan. Mark (score) approx 2.5" from edge. (See marks D)



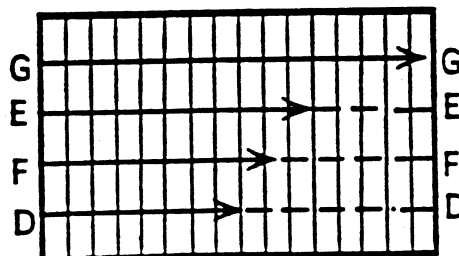
Step 5. Score remaining space in half (See mark E)



Step 6. Score spaces created by mark E in halves. (See marks F & G)



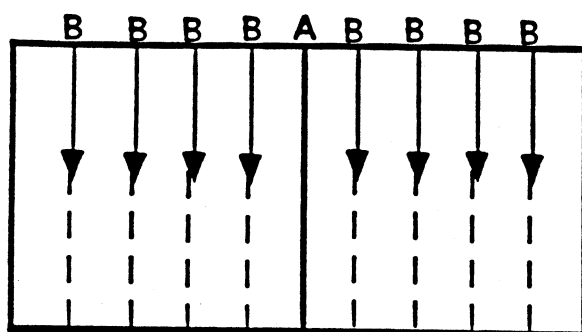
Step 7. Make four horizontal cuts by connecting the opposite scored points, to get 80 equal portions. (See diagram below)



BREAD STICKS - ELEMENTARY

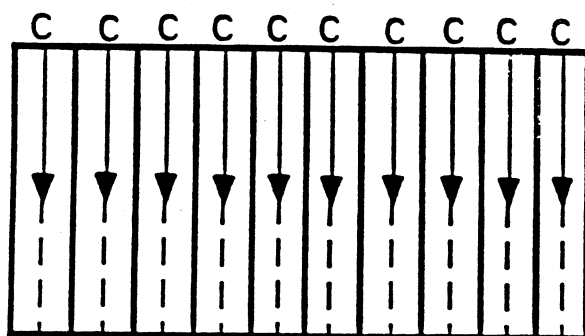
CUTTING INSTRUCTION: (4X20) 80/PAN

1. Prepare Quick Dinner Roll dough. (Recipe #6740)
2. Measure 5 lb. of bread dough into an ungreased large bun pan. With buttered hands, press dough evenly out to edges.
3. Using a pizza cutter cut unbaked dough into 80 equal portions.
(See diagram below)
4. Sprinkle 1/2 cup parmesan cheese over the unbaked surface. .
5. Bake 12 minutes in 375 degree pre heated oven.

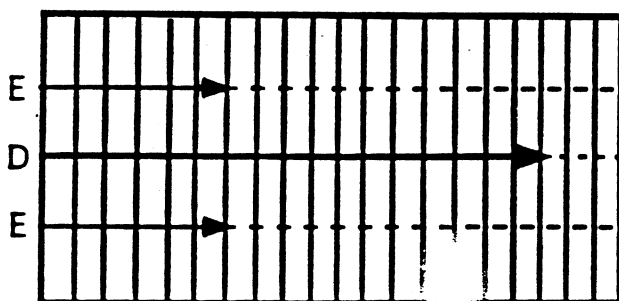


Step 1. Make vertical cut to create two equal parts. (See cut A)

Step 2. Cut each half in five equal parts. (See cut B)



Step 3. Cut each space in half to create ten equal strips. (See cut C)



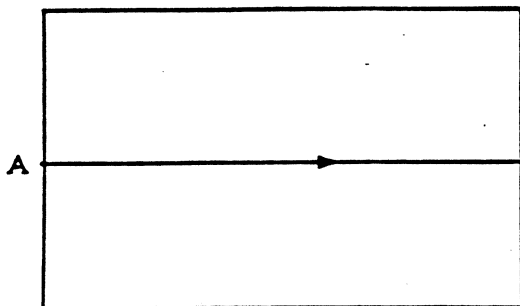
Step 4. Cut lengthwise into two equal parts. (See cut D)

Step 5. Cut top and bottom parts in half lengthwise to create 80 equal portions. (See cut E)

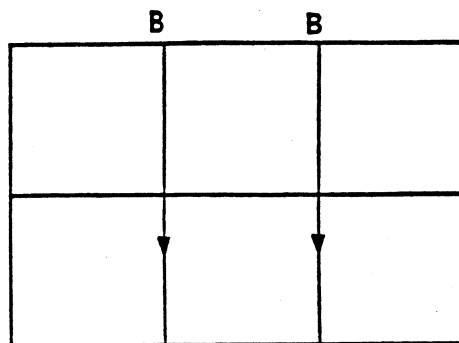
Reference: Recipe #1515 Bread, Bernie's

CUTTING INSTRUCTION: (12/PIZZA SHELL) TRIANGLE CUT

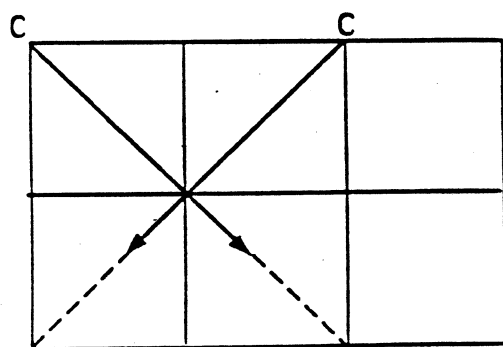
Step 1. Cut pizza shell lengthwise into two equal parts. (See cut A)



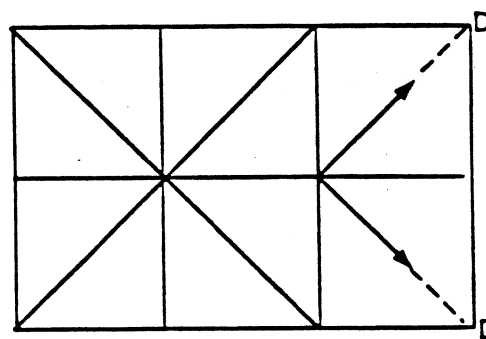
Step 2. Make two vertical cuts to create six equal pieces (See cut B)



Step 3. Make two diagonal cuts. (See cut C)

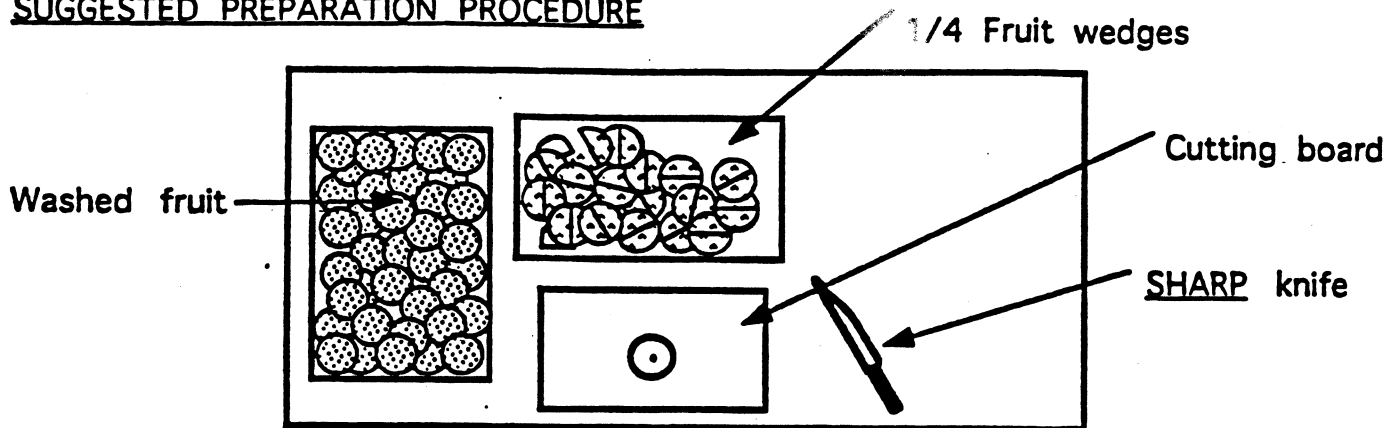


Step 4. Make final diagonal cut to create 12 equal portions. (See cut D)



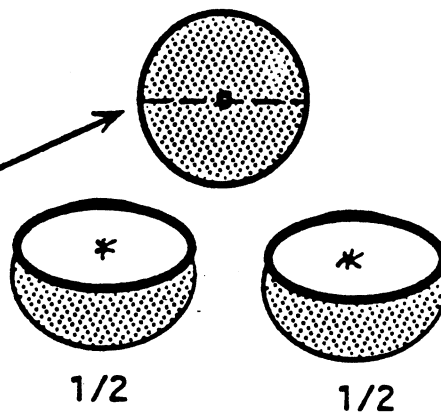
CUTTING FRUIT

SUGGESTED PREPARATION PROCEDURE

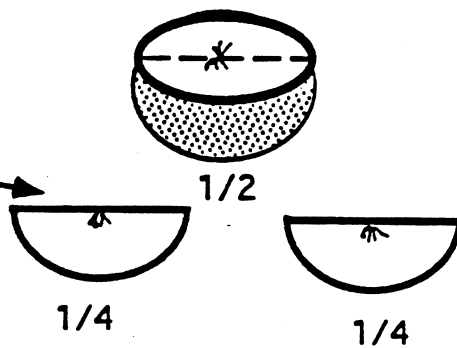


1. Set up work area.
2. Wash fruit.

3. Cut each whole fruit through completely at stem end.



4. Cut each half fruit into two sections.



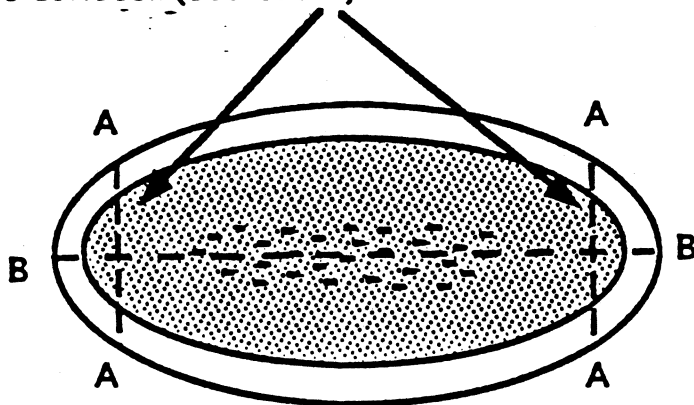
5. Place fruit sections into insets for service.
6. Chill until serving time.

Reference: Recipes #4255 Orange wedges
#4205 Apple wedges

WATERMELON CUTTING INSTRUCTION

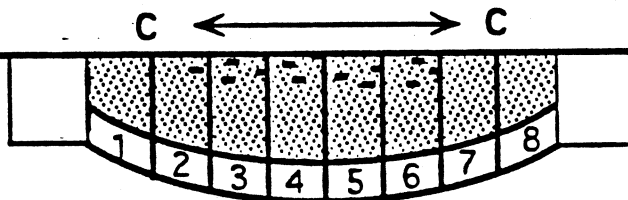
SUGGESTED PREPARATION PROCEDURE

1. Wash watermelons.
2. Cut watermelon in half, length wise.
3. Cut both ends off watermelon half large enough to show approximately 3" of edible surface. (See cut A)



4. Cut each half lengthwise (See cut B) Weigh one of the quarter pieces and determine yield for 6 oz. size wedges. See cut C in Example below.

5. **Example:** If one quarter of the watermelon weighs 3 lb. = 48 oz / 6oz = 8. To get 6 oz serving sizes, cut each quarter into eight equal pieces.
Yield per melon 4x8= 32 6 oz serving pieces.



NOTE: THE NUMBER OF WEDGES TO CUT FROM A QUARTER PIECE OF WATERMELON DEPENDS ON THE WEIGHT.

Helpful hint: To avoid the need of weighing each watermelon quarter, cut melons of approximately the same size.

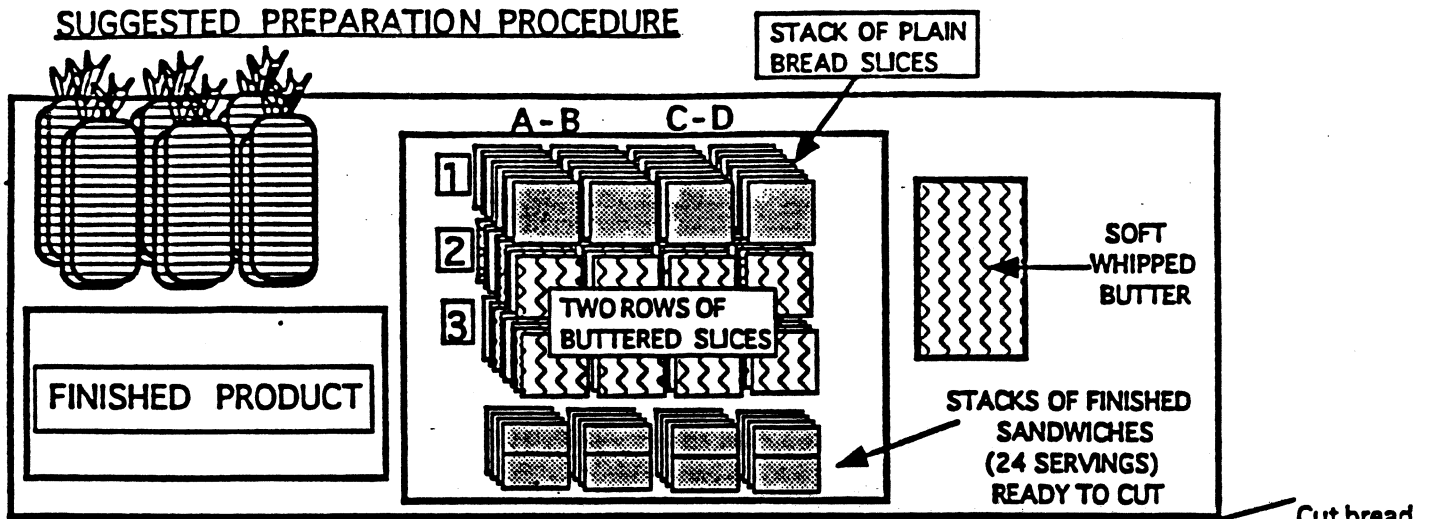
PRODUCTION STANDARD:

Using the work method described, one worker is able to cut 100 servings in 20 minutes.

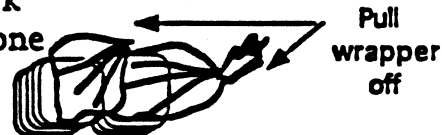
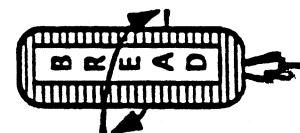
Reference: Recipe #1209 Watermelon, Fresh

BUTTERING BREAD

SUGGESTED PREPARATION PROCEDURE



1. Cut bread wrapper (use box cutter) at middle of loaf. Using both hands, separate the two halves.
2. Place both half-loaves with cut end down in center of work area on a cutting board. Lift off wrapper and discard in one continuous motion, forming two stacked rows of bread.
3. Repeat until six loaves of bread are distributed to form three rows of four stacks. See illustration.
4. Using a spatula, spread soft whipped butter on each single slice of bread on top of row 2 & 3.
5. Using both hands simultaneously, pick up one slice of unbuttered bread in each hand from column A&B in row #1 and place it on top of two buttered slices of bread in row #2.
6. Pick up three slices (in each hand) from row #2 and place on top of buttered slices of bread in row #3. (The third slice will be the top of the next buttered bread sandwich.)
7. Remove finished buttered bread sandwiches from both stacks and place front of row #3 on the cutting board.
8. Repeat steps 5&6&7, for columns C&D until four stacks of buttered sandwiches are assembled.
9. Cut stacks of finished sandwiches in half with bread knife and place on designated pan.
10. Repeat procedure until required number of servings are produced.



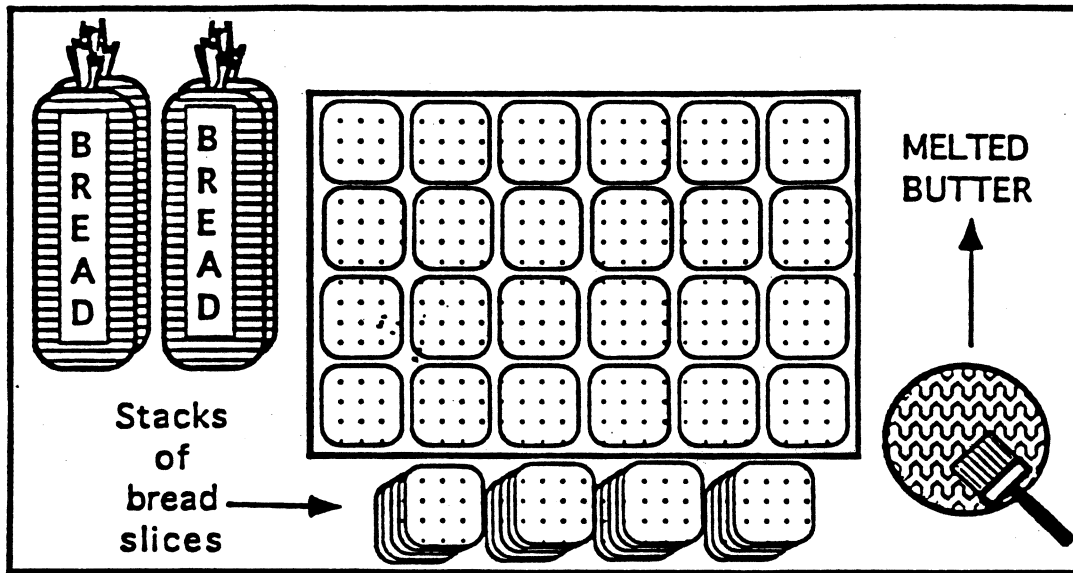
PRODUCTION STANDARD

Using the method described, one worker can prepare 144 servings (1/2 buttered sandwiches) in 10 minutes.

Reference: Recipe #979

BUTTERED TOAST

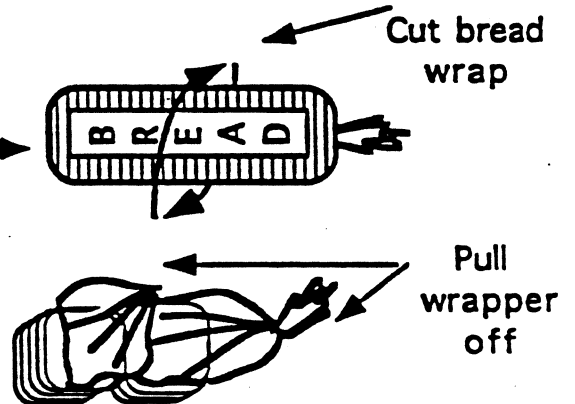
SUGGESTED PREPARATION PROCEDURE



1. Set up work area.

2. With a box cutter, split bread wrap around middle of loaf.
(See illustration)

3. Using both hands, turn both half loaf to vertical position, pull wrapper off.
(See illustration)



4. Place 24 slices of bread on large bun pan.

5. Bake accordingly to recipe.

6. Using a pastry brush, brush melted butter over toasted bread slices.

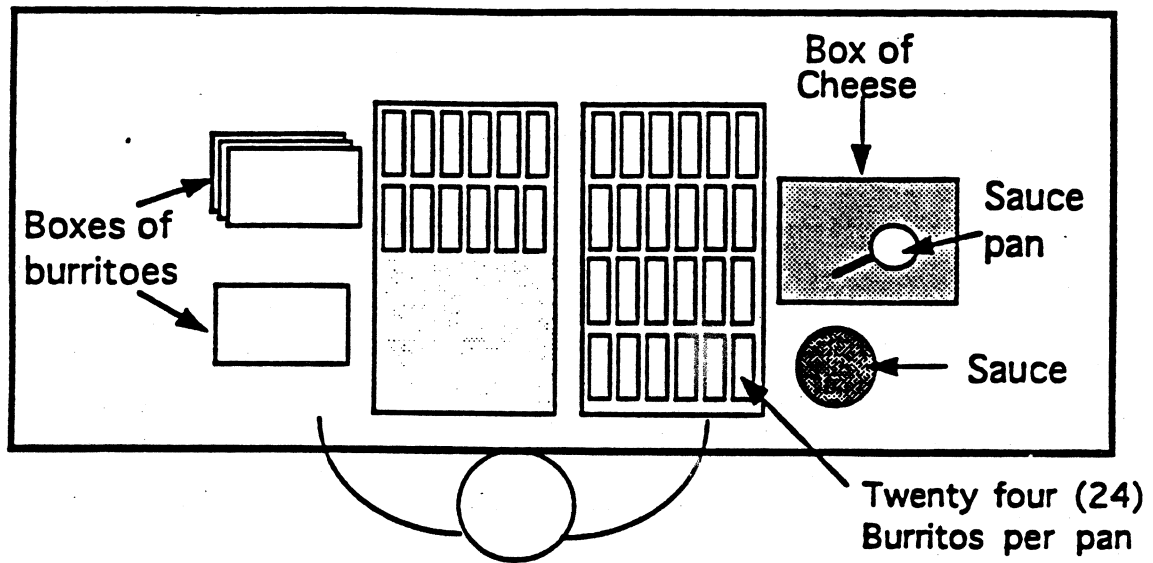
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare from set up to oven 96 Toast (4 pans) in 3 minutes.

Reference: Recipe #262 Toast, WW

SUGGESTED PREPARATION PROCEDURE

1. Set up work area.



2. Using burrito grande recipe, spread 2 cups of taco sauce on bottom of each large bun pan.
3. Pick up one row of (6) burritos from box at the same time, using both hands. Distribute them in one row starting at the top of the bun pan.
4. Repeat four times to place a total of 24 burritos on one pan. (See diagram)
5. Pour one quart of sauce evenly on top of burritos.
6. Sprinkle measured grated cheese across rows of burritos.
7. Bake according to recipe.

PRODUCTION STANDARD:

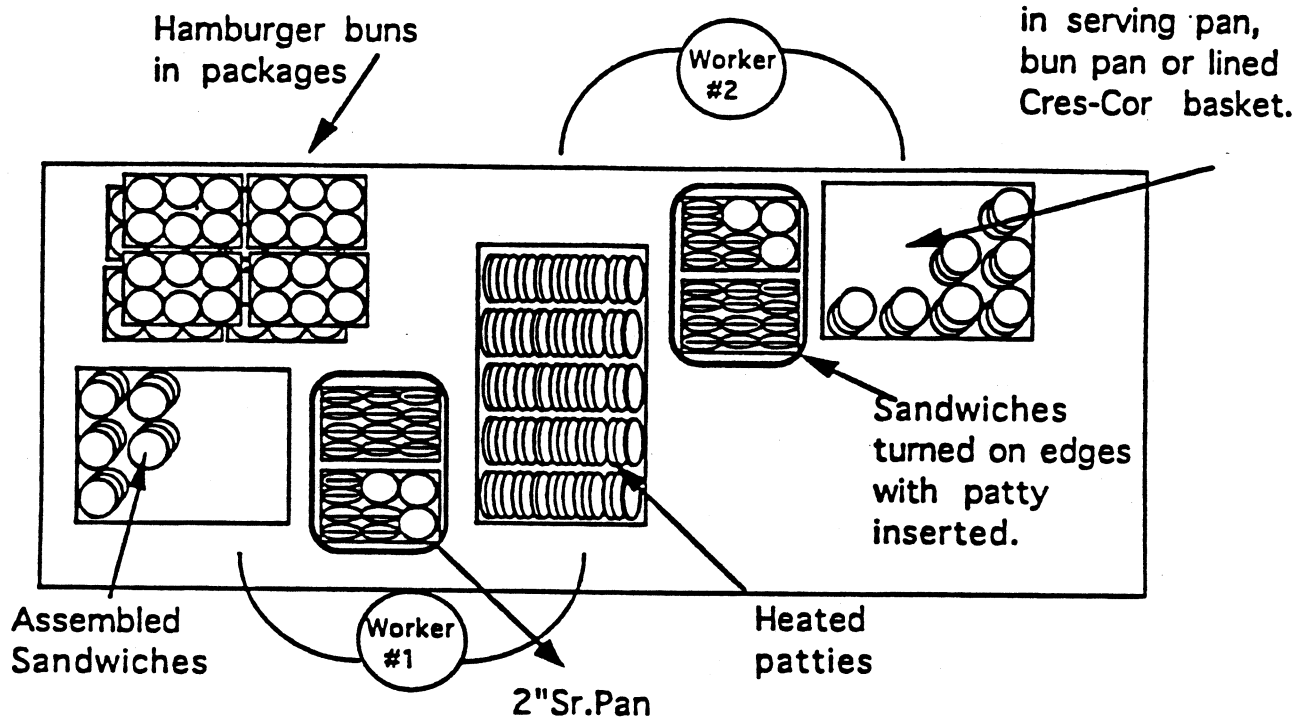
Using the suggested preparation method, one worker is able to pan and sauce 120 (5 pans) burritos in 8 minutes.

Reference: Recipe # 836, #1599 - Burrito Grande

CHARBROILED PATTY ON BUN

(Elementary)

SUGGESTED PREPARATION PROCEDURE



1. Place two bags of hamburger buns into a 2" Senior Pan.
2. Slit hamburger bags open lengthwise.
3. Turn hamburger buns on edges within the open plastic bag.
4. With right hand, pick up hamburger patty.
5. Hold bun open with left hand.
6. Slide patty and cheese into bun at the same time.
7. When finished with one package, using both hands lift out a row of four (4) assembled hamburgers and place stack of sandwiches in serving pan or basket lined with clear wrap.
8. When pan or basket is full, place hot sandwiches in designated holding units immediately..

PRODUCTION STANDARD:

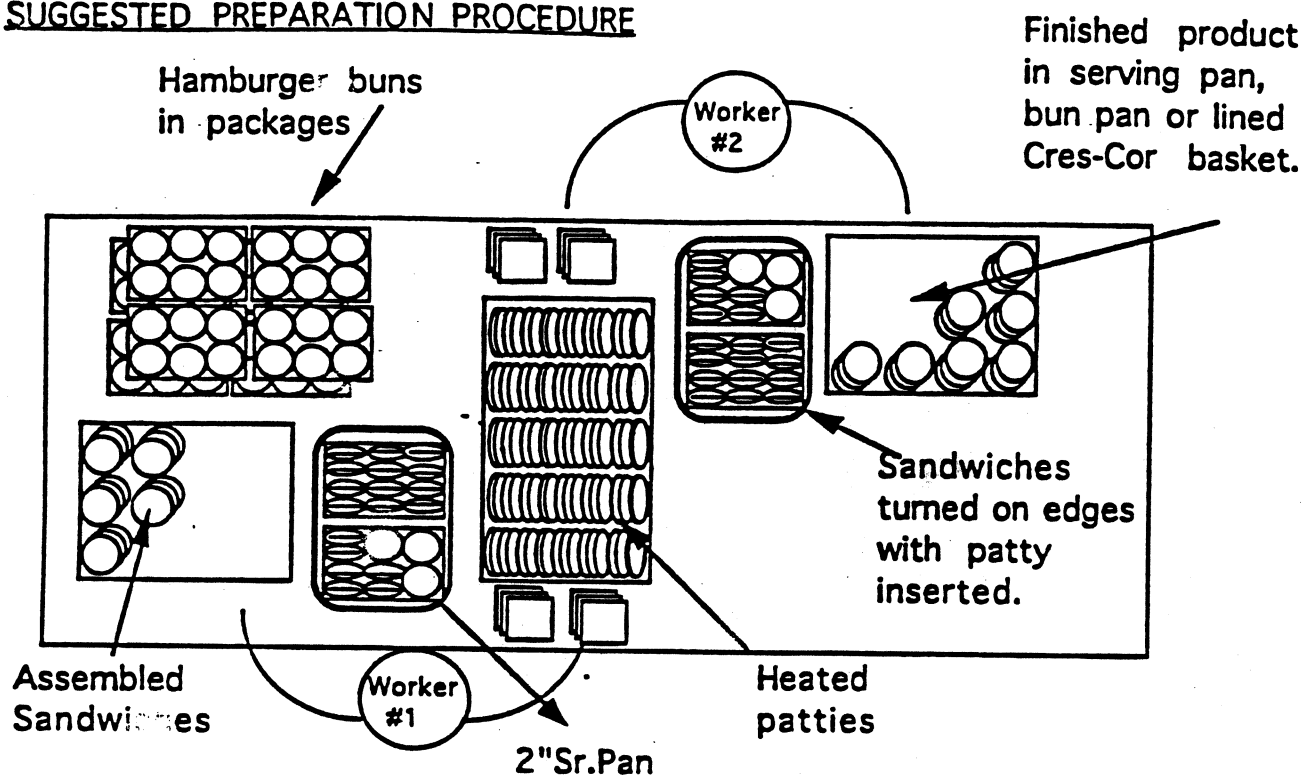
Using the work method described, one worker is able to assemble and pan 120 sandwiches in 12 minutes.

Two workers can work simultaneously from across the table using the same supplies.

Reference: Recipe #2408/418 Charbroiled Patty on Bun

CHARBROILED PATTY WITH CHEESE (Elementary)

SUGGESTED PREPARATION PROCEDURE



1. Place two bags of hamburger buns into a 2" Senior Pan.
2. Slit hamburger bags open lengthwise.
3. Turn hamburger buns on edges within the open plastic bag.
4. With right hand, pick up one slice of cheese and one patty with the same motion.
5. Hold bun open with left hand.
6. Slide patty and cheese into bun at the same time.
7. When finished with one package, using both hands lift out assembled sandwiches and place stack (2 sandwiches high) in serving pan or basket.
8. When pan or basket is full, place in low oven for 5 minutes (until cheese melts)
9. Place hot sandwiches in designated holding units.

PRODUCTION STANDARD:

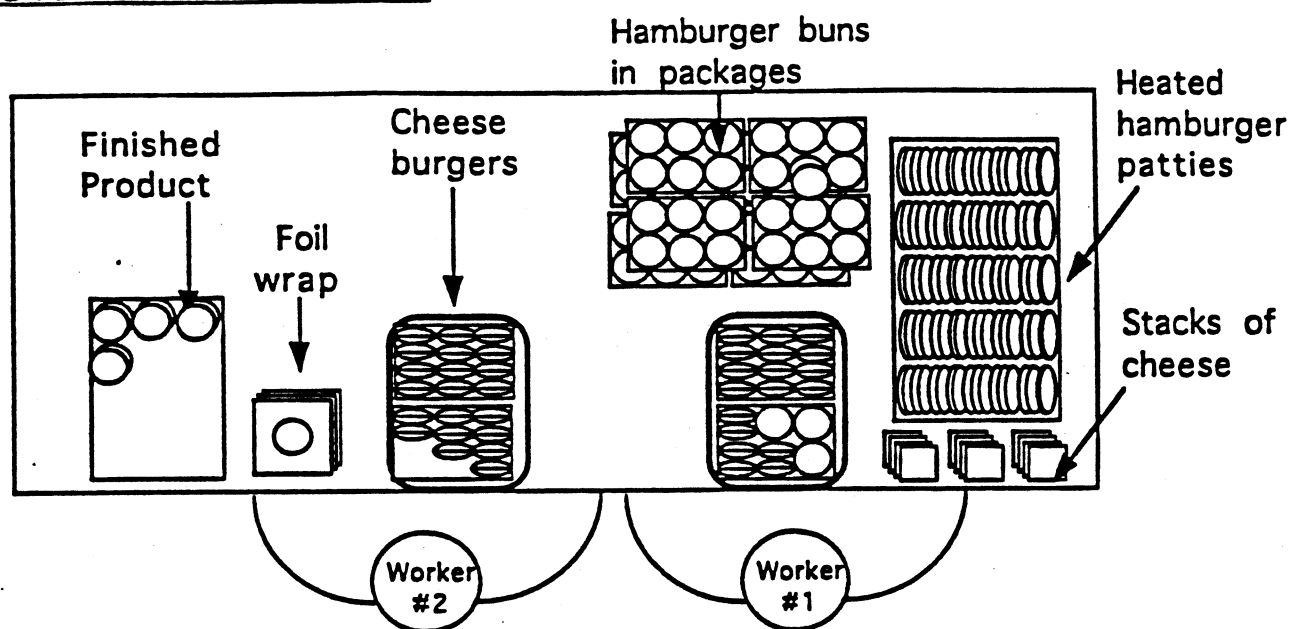
Using the work method described, one worker is able to assemble and pan 120 sandwiches in 12 minutes.

Two workers can work simultaneously from across the table using the same supplies.

Reference: Recipe #1178/Charbroiled Patty with Cheese on Bun

CHARBROILED PATTY WITH CHEESE ON BUN

SUGGESTED PREPARATION



WORKER (1)

1. Slit hamburger bags open lengthwise.
2. Turn hamburger buns on edges within the open plastic bag.
3. With right hand, pick up one slice of cheese and one hamburger patty with the same motion.
4. Hold bun open with left hand.
5. Slide patty and cheese into bun at the same time.
6. When finished with one bag (12 buns) slide it to worker#2 for wrapping.

WORKER (2)

1. Receive cheeseburgers in plastic bag.
2. Wrap each cheeseburger in foil.
3. Put finished product in 4 inch senior pan.
Place it in designated preheated holding unit immediately.

PRODUCTION STANDARD:

Using the work method described, a team of two (2) can assemble and wrap 12 per 1.5 minutes, 120 in 15 minutes.

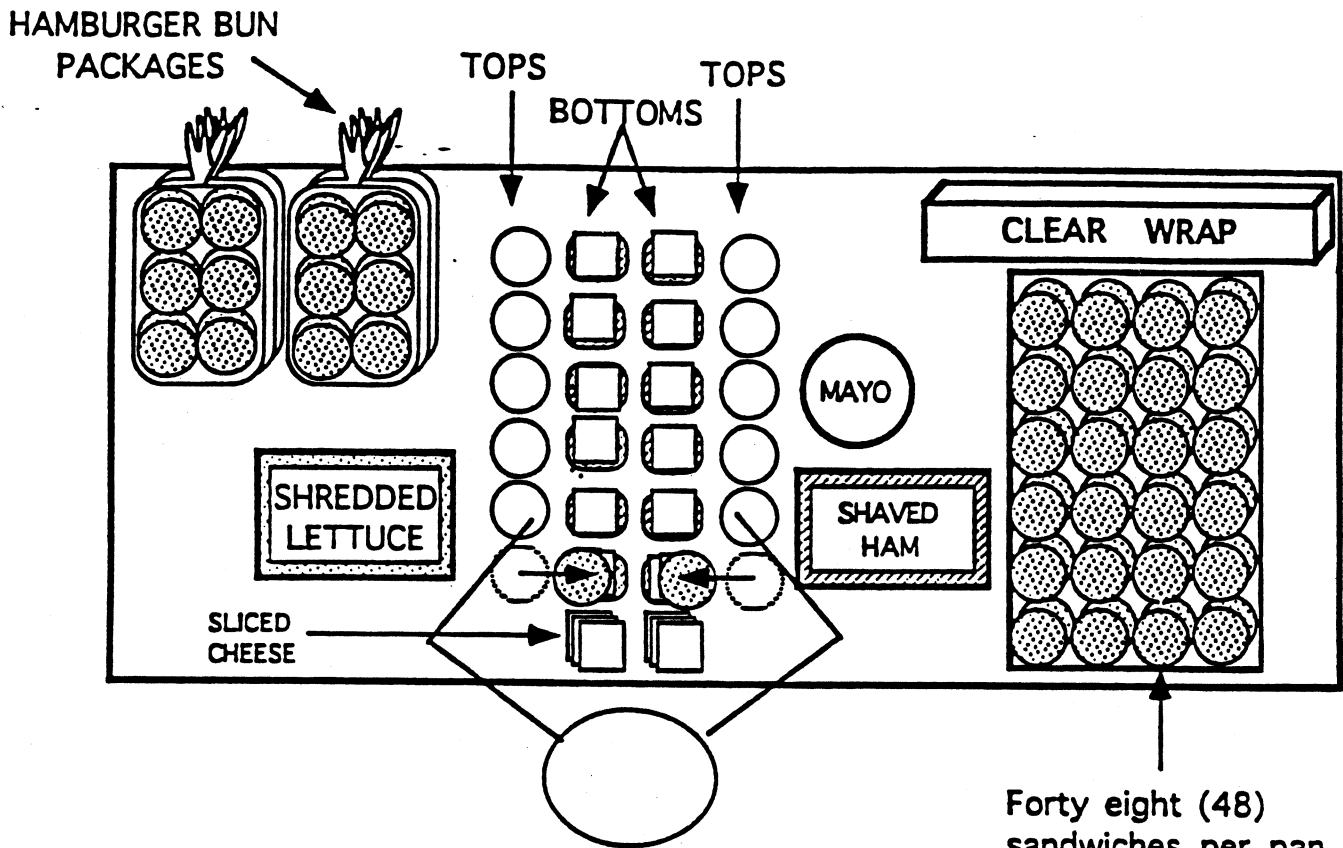
If a team of four is set up, two workers can work simultaneously across the work table using the same supplies.

Reference: Recipe #1172 Charbroiled Patty with Cheese on Bun

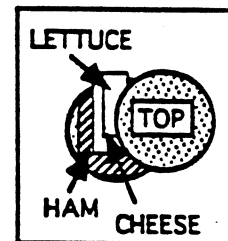
CHEESEY COUNTRY SANDWICH

pg. 18

SUGGESTED PREPARATION PROCEDURE



1. Cut hamburger bun packages open.
2. Distribute one package (12) buns on work surface, according to illustration.
3. Spread each bottom half with mayonnaise.
4. Pick up 1-1/2 ounce of shaved ham in each hand, place on bun bottoms.
5. Pick up one slice (1-1/4 ounce) of cheese in each hand, place over shaved ham on each bun.
6. Evenly distribute 3 cups of shredded lettuce over ham and cheese on bottom half of buns. (#16/sandwich)
7. Pick up one bun top (from outside rows) in each hand and place on bottoms to complete Cheesey Country Sandwiches. (See illustration)
8. Place sandwiches two high (48 sandwiches) on large bun pan, or in lined Cres Cor basket.
9. Cover with clear wrap, refrigerate promptly.



PRODUCTION STANDARD

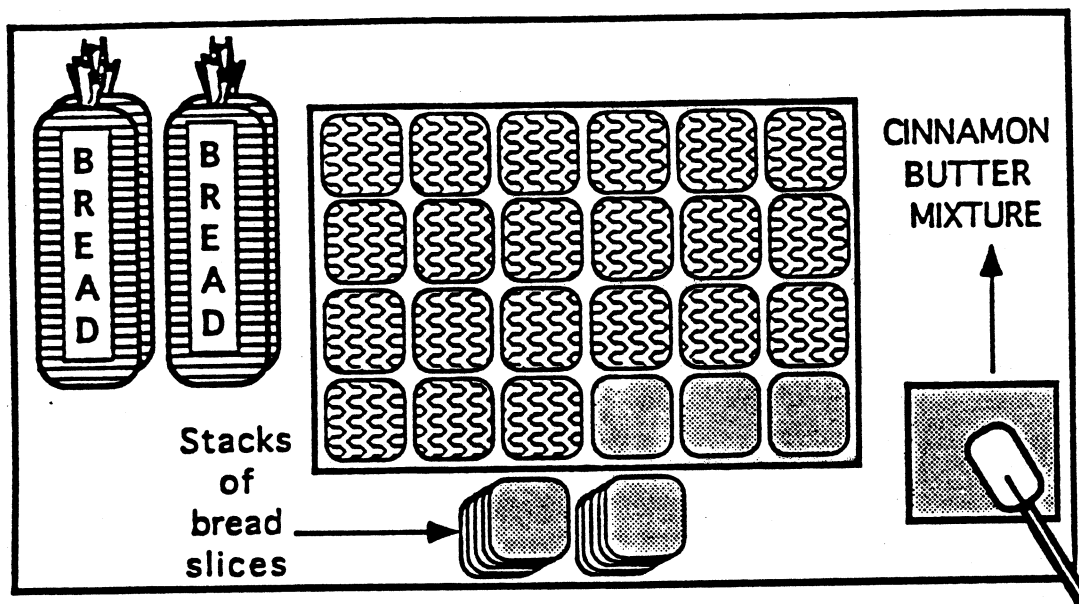
Using the work method described, one worker is able to prepare 10 dozen Sandwiches in 20 minutes.

Reference Recipe #1612/1184 Cheesey Country Sandwich

CINNAMON TOAST

(Elementary breakfast)

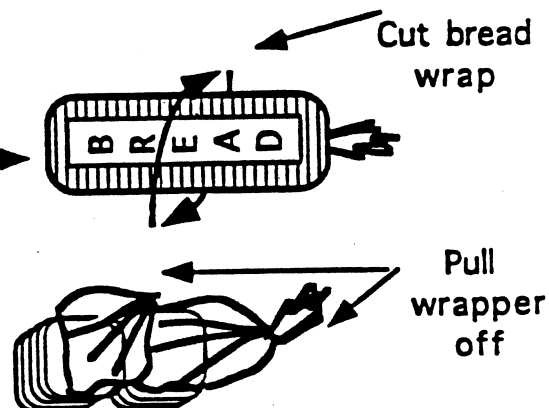
SUGGESTED PREPARATION PROCEDURE



1. Set up work area.

2. With a box cutter, split bread wrap around middle of loaf.
(See illustration)

3. Using both hands, turn both half loaf to vertical position, pull wrapper off.
(See illustration)



4. Place 24 slices of bread on large bun pan.

5. Using a spatula, spread cinnamon sugar mixture evenly over bread slices.

6. Bake accordingly to recipe.

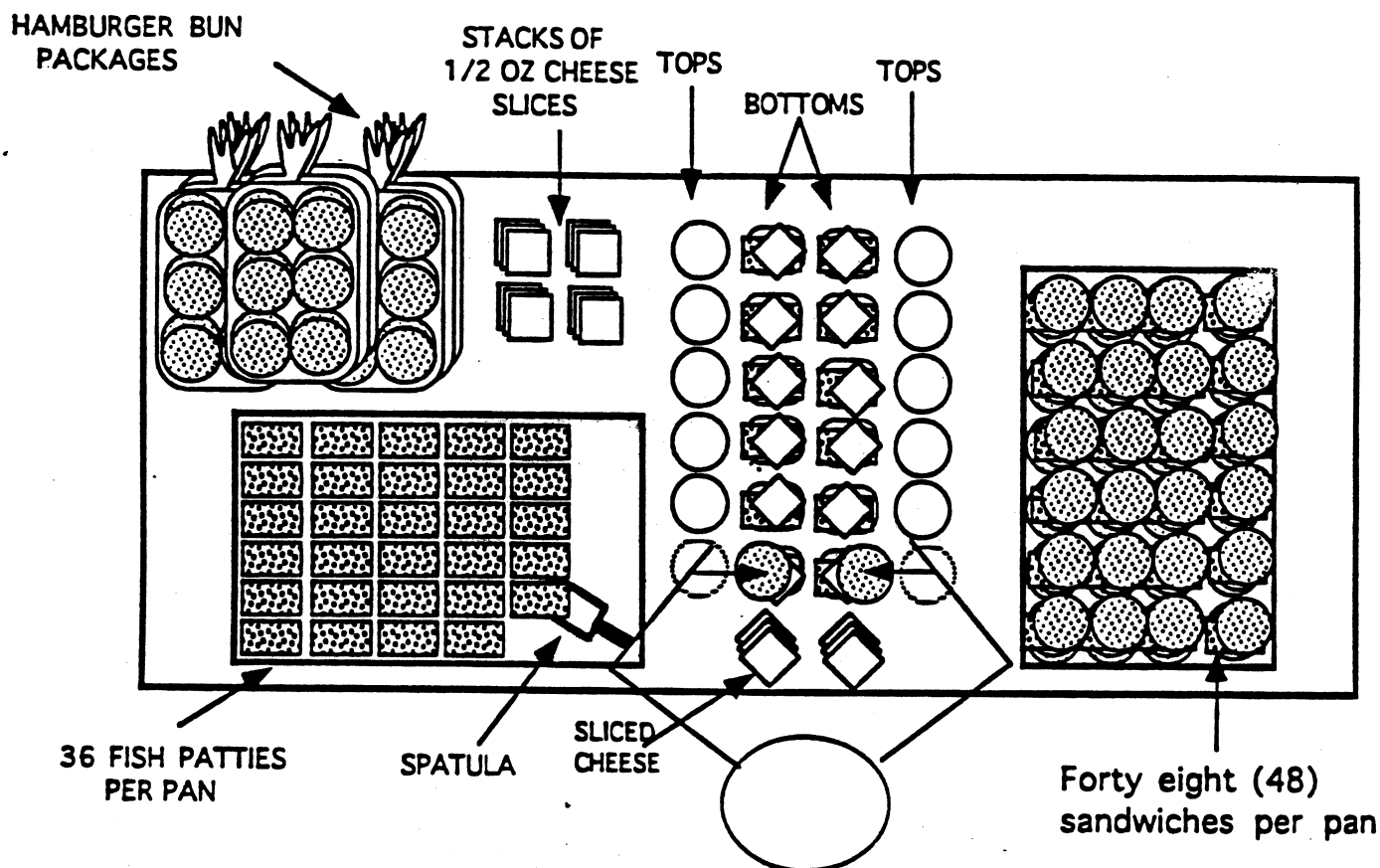
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare from set up to finish 96 Cinnamon Toast (4 pans) in 5 minutes.

Reference: Recipe #14 Toast, Cinnamon

FISH & CHEESE SANDWICH

SUGGESTED PREPARATION PROCEDURE



1. Cut hamburger bun packages open.
2. Place two hamburger buns (one in each hand) side by side on the work table. Flip the tops over in opposite directions (see illustration above).
3. Using a spatula, place one fish patty on each bun bottom.
4. Pick up one slice (1/2 oz.) of cheese in each hand, place over fish patty on each bun.
5. Pick up one bun top (from outside rows) in each hand and place on bottoms to complete Fish & Cheese Sandwiches. (See illustration)
6. Place sandwiches two high (48 sandwiches) on large bun pan.
7. Heat in oven according to recipe.



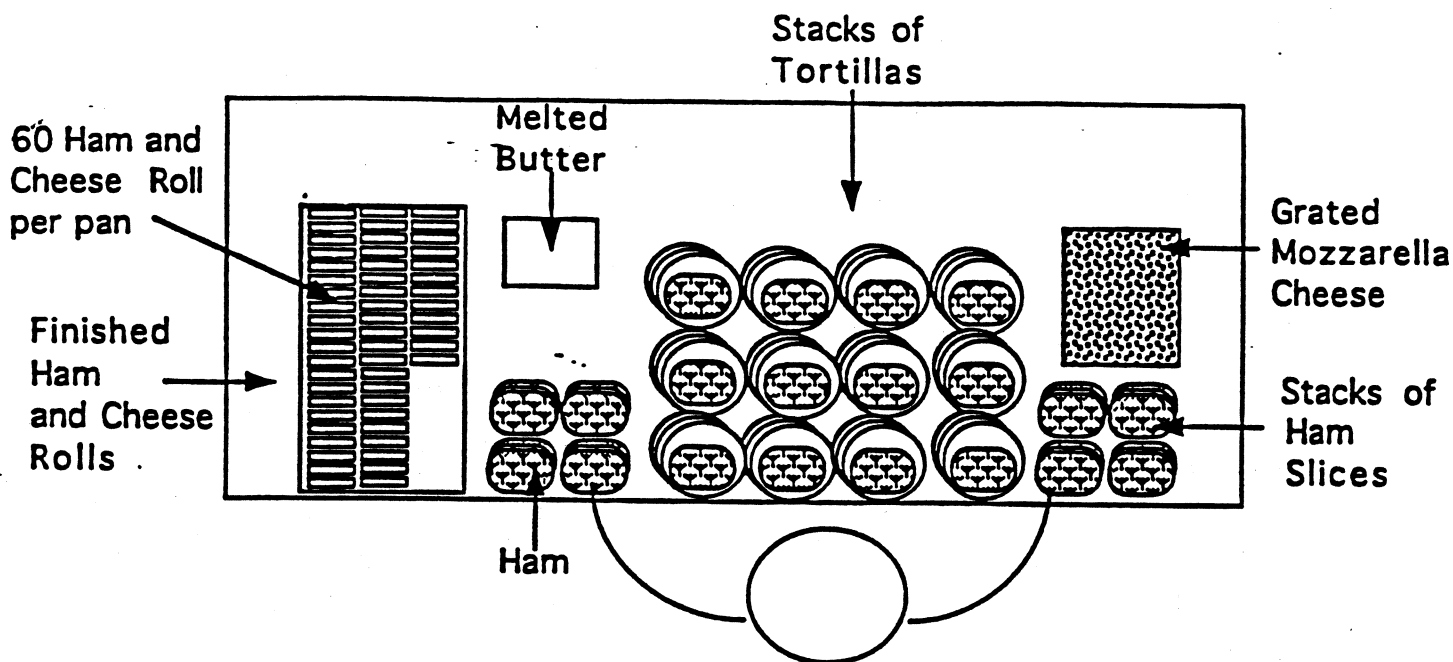
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare 10 dozen Sandwiches in 18 minutes.

Reference Recipe # 717 Sandwich, Fish & Cheese WW Bun

HAM AND CHEESE ROLL

SUGGESTED PREPARATION PROCEDURE



1. Set up work area.
2. Brush melted butter on bun pan.
3. Remove wrappers from pre-heated tortilla shells, arrange 12 stacks on work table. (see illustration).
4. Place sliced ham stacks on both side of tortilla shells. (See diagram)
5. Pick up one slice (1 oz.) of ham in each hand and place one on each tortilla shell. Continue until every tortilla on top has a slice of ham. (See illustration)
6. Using a cup measure, evenly sprinkle 1 1/2 cup of shredded Mozzarella cheese over 12 ham topped tortillas (6 oz/12 shells, 1/2 oz on each tortilla)
7. Roll tortillas tightly. Place 60 Ham and Cheese Rolls on bun pan as rolled.
8. Brush melted butter over each Ham and Cheese Roll.
9. Heat according to recipe.

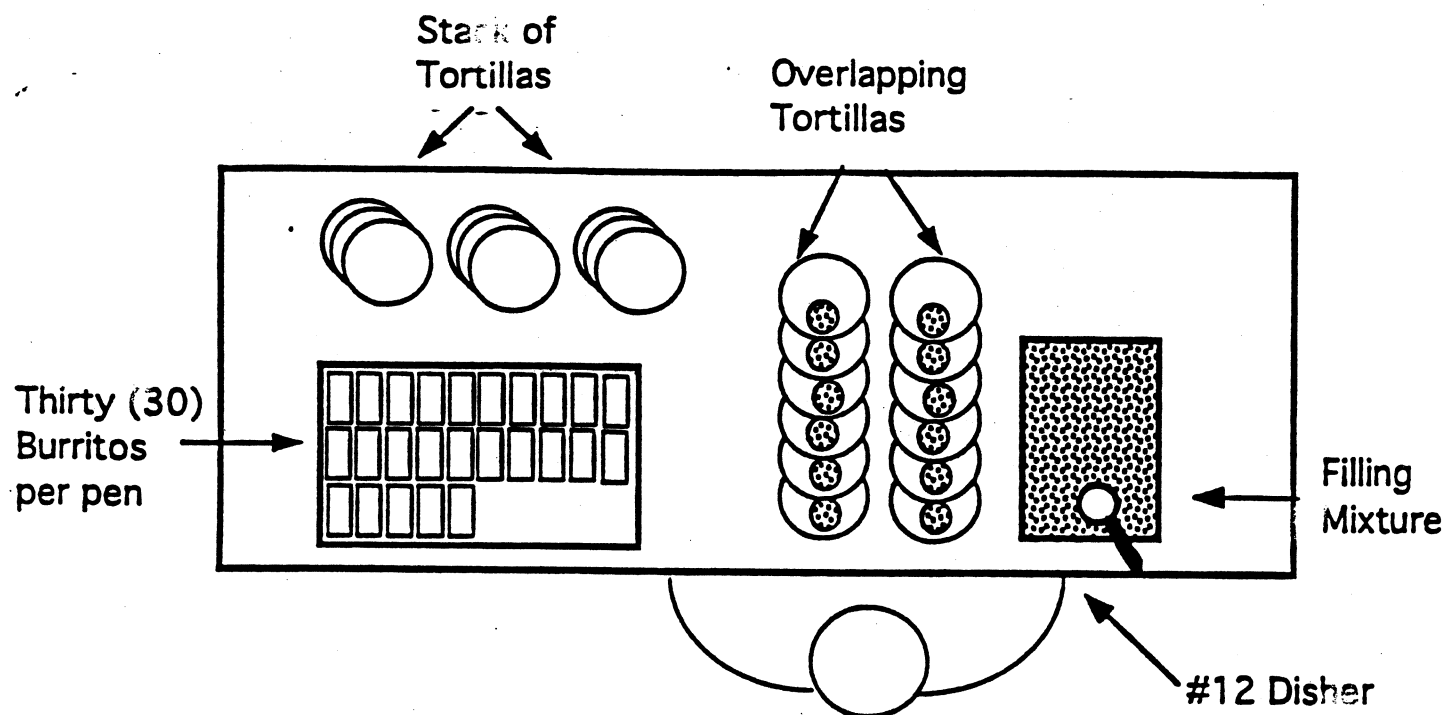
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare from setup to finish 12 dozen Ham and Cheese Roll in 20 minutes.

Reference: Recipe #587 Ham and Cheese Roll

HOME MADE BURRITO

SUGGESTED PREPARATION PROCEDURE



1. Set up work area.
2. Lay 12 (room temperature) flour tortillas in overlapping rows (see illustration).
3. Portion #12 disher of filling mixture on each tortilla.
4. Roll tortilla and fold in ends. Place on bun pan (30/pan) as rolled.

PRODUCTION STANDARD

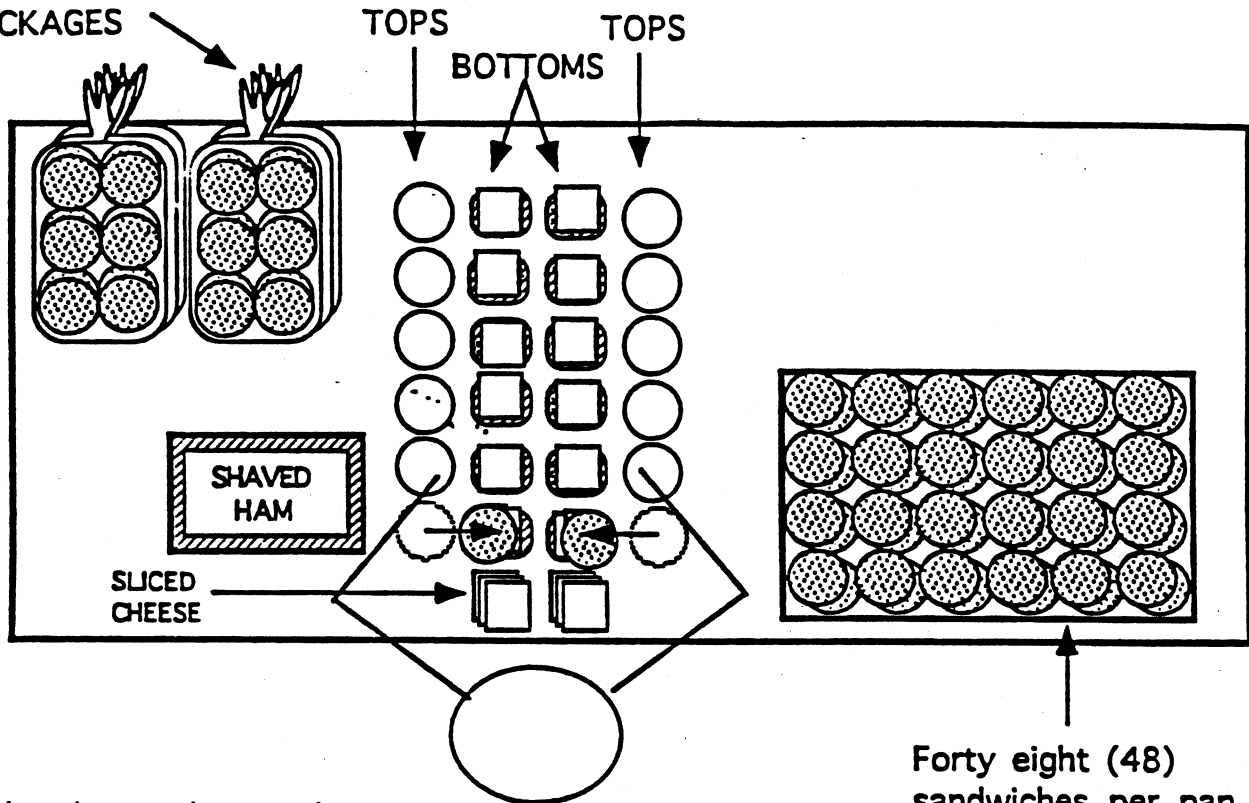
Using the work method described one worker is able to prepare from setup to finish 10 dozen Home Made Burritos in 20 min .

Reference: Recipes #1460 Burrito, Bean & Cheese

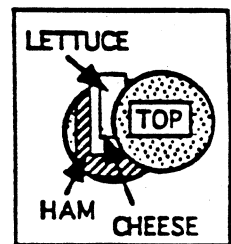
HOT HAM & MOZZARELLA ON BUN

SUGGESTED PREPARATION PROCEDURE

HAMBURGER BUN
PACKAGES



1. Cut hamburger bun packages open.
2. Distribute one package (12) buns on work surface, according to illustration.
4. Pick up 1-1/2 ounce of shaved ham in each hand, place on bun bottoms.
5. Pick up one slice (1-1/4 ounce) of sliced cheese in each hand, place over shaved ham on each bun.
6. Pick up one bun top (from outside rows) in each hand and place on bottoms to complete Ham & Mozzarella Sandwiches.
(See illustration)
7. Place sandwiches two high (48 sandwiches) on large bun pan.
8. Heat and cover with clear wrap according to recipe.



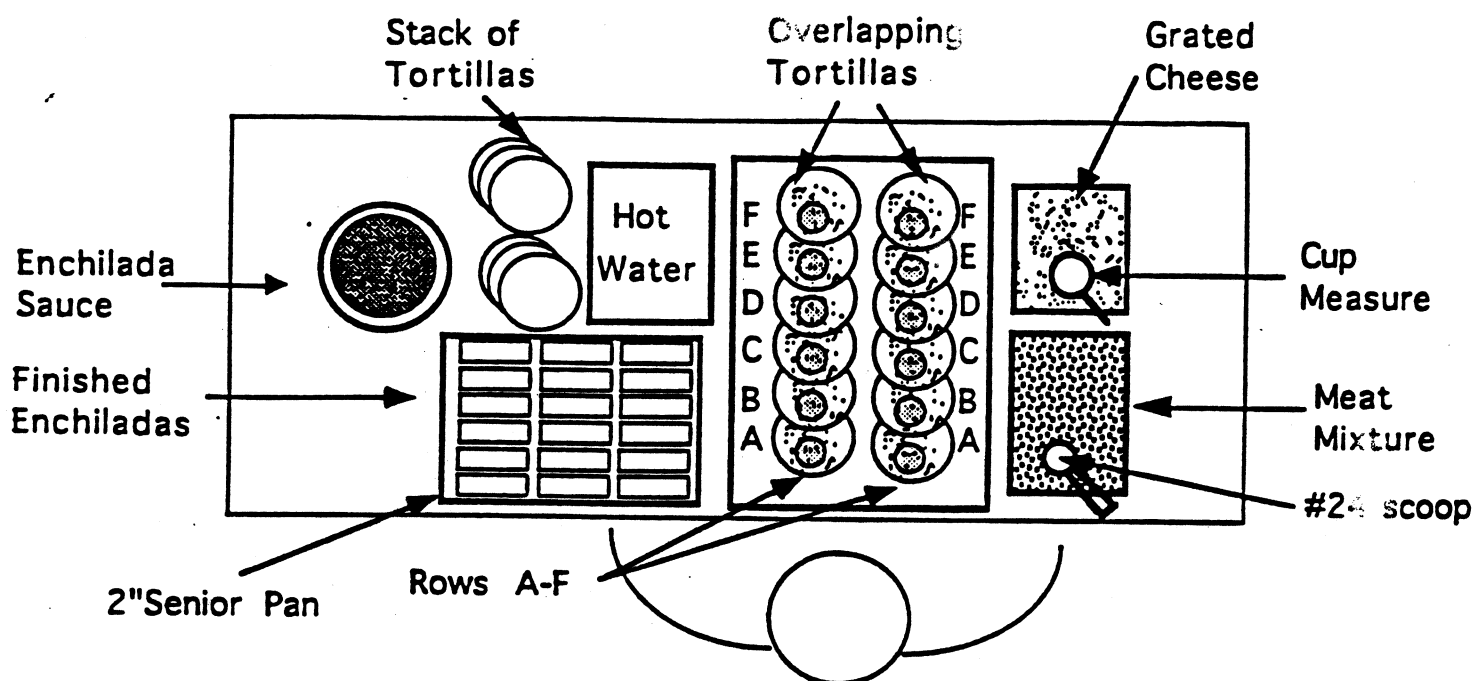
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare 10 dozen Sandwiches in 20 minutes.

Reference Recipe #406 Sandwich, Ham & Mozz, Hot, Bun

MEAT ENCHILADA

SUGGESTED PREPARATION PROCEDURE



1. Set up work area according to diagram.
2. Pick up two corn tortillas at the same time (one in each hand).
3. Dip tortillas into hot water and place side by side on large bun pan starting at the bottom of the pan closest to you. Repeat till you have two rows of six overlapping tortillas (See illustration "A-F")
4. Place a #24 scoop of meat mixture on each tortilla.
5. Using a cup measure, evenly sprinkle $\frac{3}{4}$ cup of grated cheese over 12 tortillas. (1 TBSP each)
6. Roll tortillas starting from the bottom (Row A). Place in greased 2" Sr.Pan as rolled.
7. Portion $4 \frac{1}{2}$ cup sauce over each pan of enchiladas. (18 per pan)
8. Sprinkle 1 cup of grated cheese over each pan of 18 enchiladas.

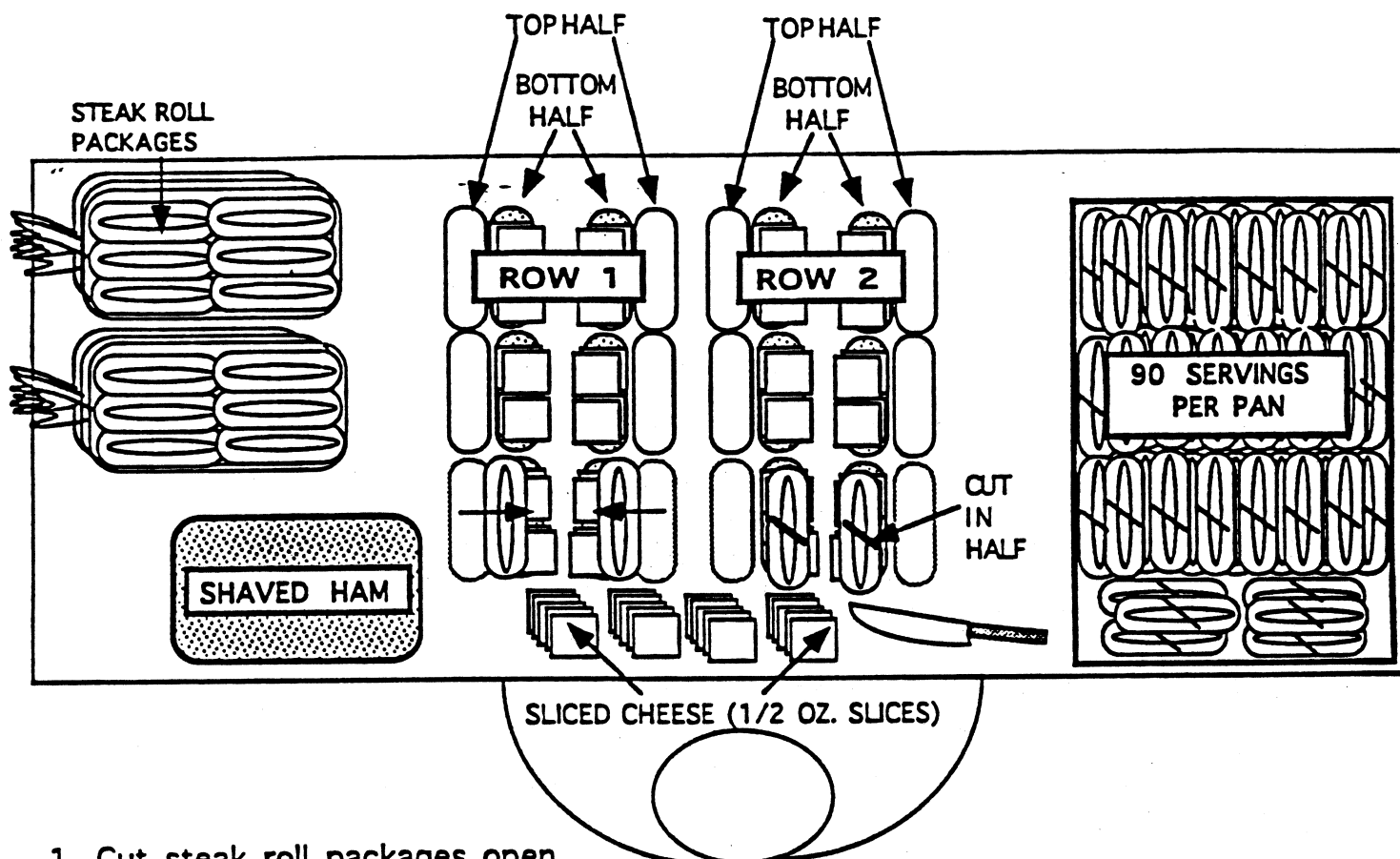
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare from set up to to finish 10 dozen Enchiladas in 28 minutes.

Reference: Recipe #190 Beef Enchilada

MINI HAM AND CHEESE SUBMARINE SANDWICH

SUGGESTED PREPARATION PROCEDURE



1. Cut steak roll packages open.
2. Place two steak rolls (one in each hand) side by side on the work table. Flip the tops over in opposite directions (see illustration above). Repeat process making two rows of six open rolls.
3. Pick up 2 oz. shaved ham in each hand, (use pre measured 2 oz. sample for visual aid) place on two bottom bun halves at the same time, repeat till all twelve bottom bun halves are covered.
4. Pick up 2 slices of cheese in each hand, place on top of one ham covered bun. (2 oz. cheese per steak roll)
5. Using both hands, pick up top halves and cover finished sandwiches.
6. Cut each sandwich in half (diagonal) and place on large bun pan (See illustration)
7. Cover with clear wrap and refrigerate according to recipe.

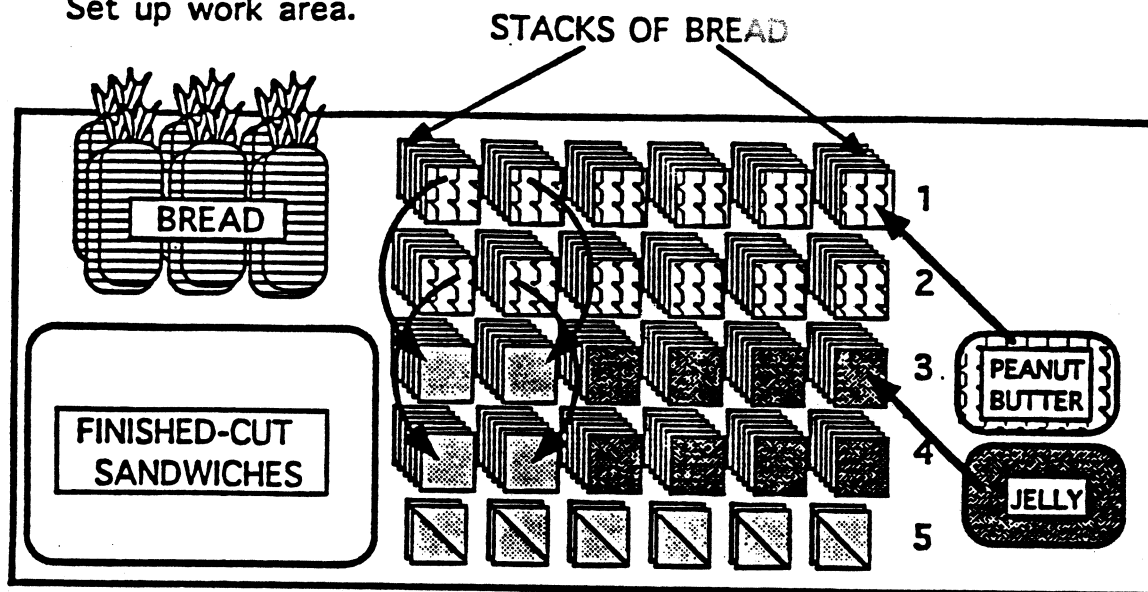
PRODUCTION STANDARD:

Using the work method described, one worker is able to prepare 10 dozen Mini Submarine Sandwiches in 20 minutes.

Reference: Recipe #1625 Mini Ham and Cheese Submarine Sandwich 7/9/93

PEANUT BUTTER & JELLY SANDWICH

1. Set up work area.



2. Cut bread wrapper (use box cutter) at middle of loaf. Using both hands, separate the two halves.
3. Place both half loaves with cut end down in center of work area. Lift off wrapper and discard in one continuous motion, forming four stacked rows of bread. (See illustration) Leave enough room in front of you to stack finished sandwiches for cutting (Row #5)
4. Place #30 scoop of peanut butter on each slice of bread on all four rows. Spread peanut butter with spatula.
5. Place #30 scoop of jelly on top of peanut butter covered slices in rows 3&4 closest to you (See illustration). Spread jelly with spatula.
6. Using both hands simultaneously, pick up slices of peanut butter bread from rows 1&2 and flip over to cover peanut butter and jelly slices in rows 3&4.
7. Remove finished sandwiches (one in each hand) and place it front of you (Row 5) two sandwich high.
8. Cut each stack diagonally (or as instructed) with bread knife.
9. Using both hands, place cut sandwiches into designated pan.

PRODUCTION STANDARD

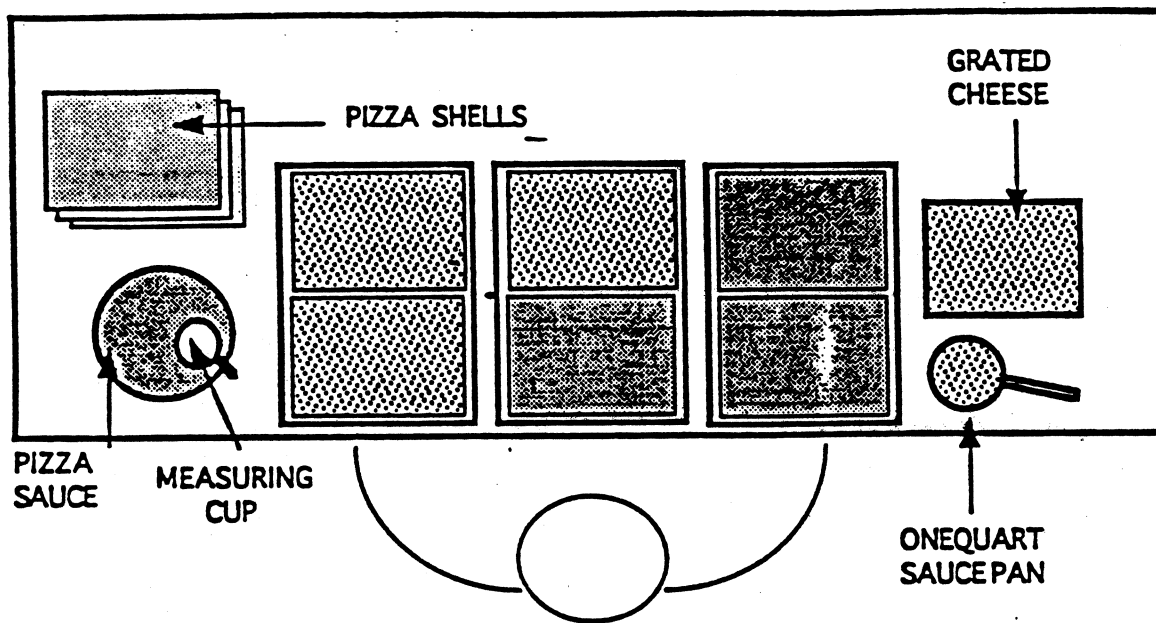
Using the method described one worker is able to prepare 100 sandwiches in 25 minutes.

Reference: #1788- SANDWICH, PB&JELLY

CHEESE PIZZA

SUGGESTED PREPARATION PROCEDURE

1. Set up work area.



2. Spray sides of bun pan with pan coating.
3. Place two pizza shells smooth side up in each bun pan.
4. Following recipe, sauce each shell (1 cup/shell) spreading sauce with spatula or gloved hand within 1/2 inches from edge.
5. Spread measured cheese (1-1/3 lb/shell) over top, keeping 1/2 inch from edge.
6. Bake according to recipe.
7. Cut each pizza shell in 12 servings.
(See attached Cutting Instruction, 12/shell-Triangle)

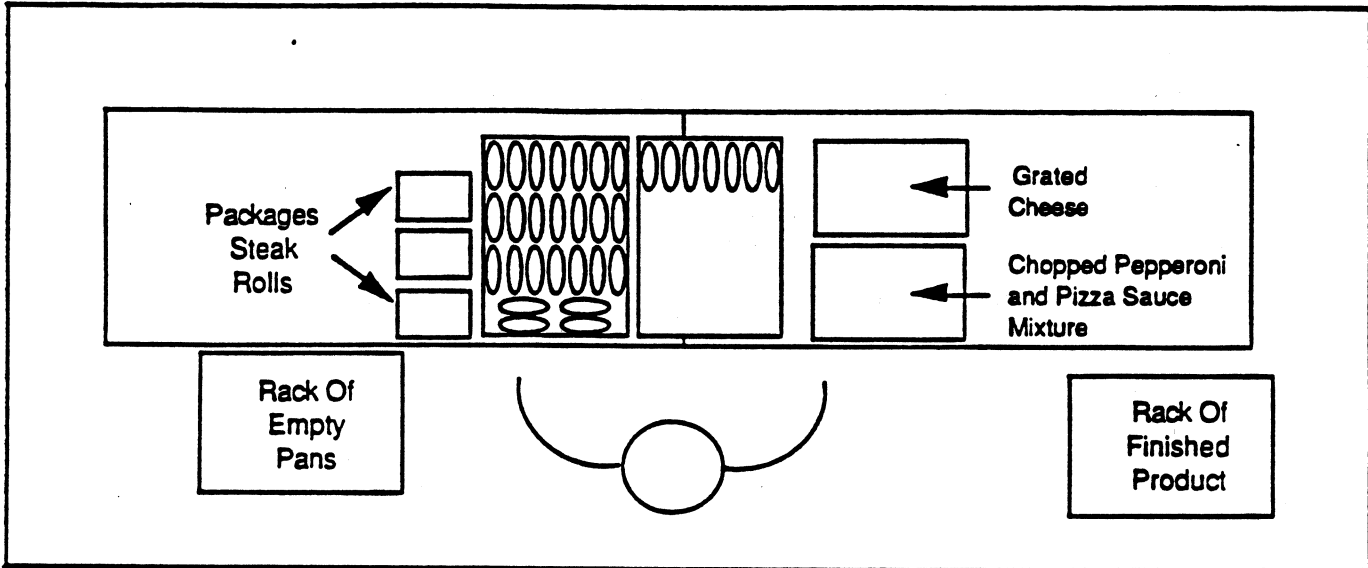
PRODUCTION STANDARD:

Using the work method described, one worker is able to prepare from setup to finish 72 servings of Cheese Pizza (6 shells) in 8 minutes.

Reference: Recipe #462 Pizza, Cheese (2/3/93)

SUGGESTED PREPARATION PROCEDURE

1. Set up work area.



2. Place 25 steak roll halves on each bun pan.
3. Put 1/4 cup of pre-mixed chopped pepperoni and pizza sauce mixture on top of each steak roll half. Spread mixture with bottom of measuring cup.
4. Using a measuring cup, (1/2 cup holds 1 1/2 oz. grated cheese) place 1/2 cup of grated cheese on roll spreading it at the same time with other hand.

PRODUCTION STANDARD

Using the work method prescribed one worker is able to prepare from set-up to oven 100 servings in 10 minutes.

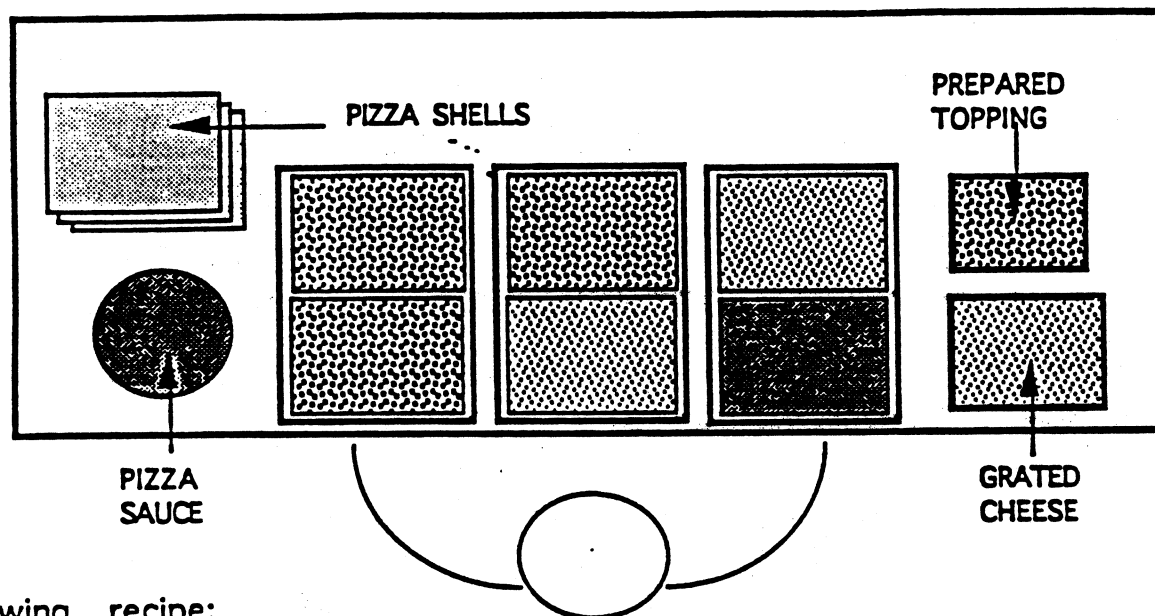
Two (2) workers can work simultaneously from across the table using the same supplies.

Reference: #1734 French Bread Pizza Recipe

PIZZA WITH 2 (TWO) TOPPINGS

SUGGESTED PREPARATION PROCEDURE

1. Set up work area



Following recipe:

2. Spray sides of bun pan with pan spray.
3. Place six shells on three large bun pans.
4. Sauce each shell, spreading with spatula or gloved hand.
5. Evenly sprinkle measured prepared topping over sauce.
6. Spread measured cheese over top.
7. Cut each pizza shell into appropriate serving size.
8. Place on finished product rack.

PRODUCTION STANDARD:

Using the work method described, one worker is able to prepare from setup to finish 72 servings of Sausage Pizza (6 shells) in 8 minutes.

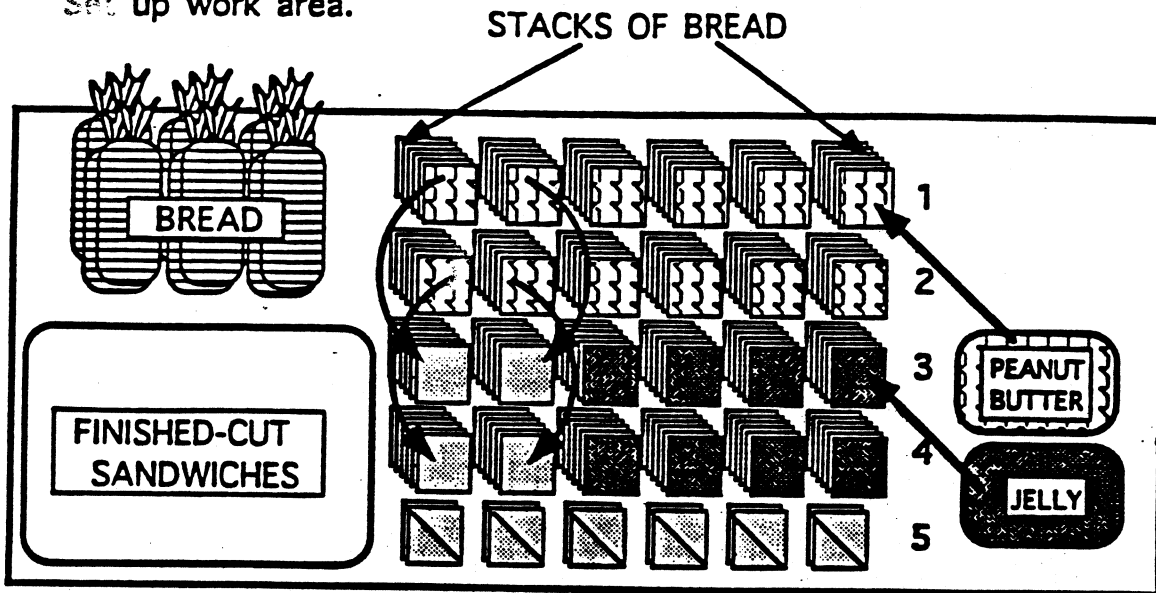
Reference: Recipes

- #188/ Party Pizza
- #686/ Sausage Pizza
- #1054/ Pepperoni Pizza

PEANUT BUTTER & JELLY SANDWICH

pg. 30

1. Set up work area.



2. Cut bread wrapper (use box cutter) at middle of loaf. Using both hands, separate the two halves.
3. Place both half loaves with cut end down in center of work area. Lift off wrapper and discard in one continuous motion, forming four stacked rows of bread. (See illustration) Leave enough room in front of you to stack finished sandwiches for cutting (Row #5)
4. Place #30 scoop of peanut butter on each slice of bread on all four rows. Spread peanut butter with spatula.
5. Place #30 scoop of jelly on top of peanut butter covered slices in rows 3&4 closest to you (See illustration). Spread jelly with spatula.
6. Using both hands simultaneously, pick up slices of peanut butter bread from rows 1&2 and flip over to cover peanut butter and jelly slices in rows 3&4.
7. Remove finished sandwiches (one in each hand) and place it front of you (Row 5) two sandwich high.
8. Cut each stack diagonally (or as instructed) with bread knife.
9. Using both hands, place cut sandwiches into designated pan.

PRODUCTION STANDARD

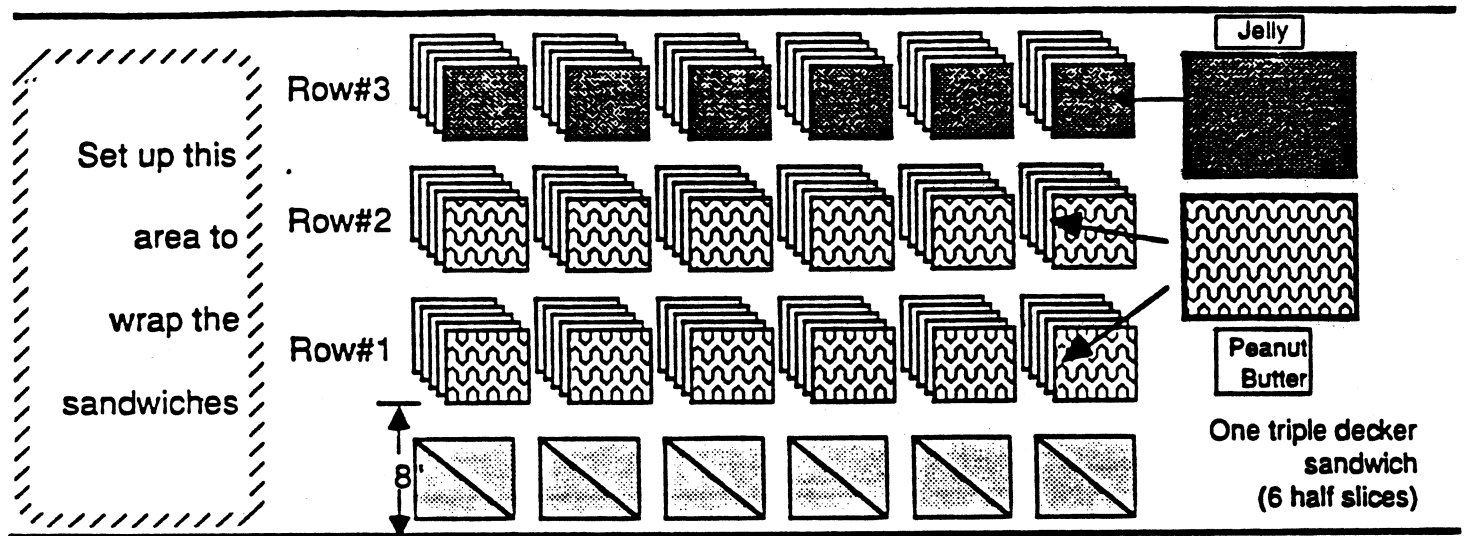
Using the method described one worker is able to prepare 100 sandwiches in 25 minutes.

Reference: #1788- SANDWICH, PB&JELLY

SUPER PEANUT BUTTER AND JELLY SANDWICH

SUGGESTED PREPARATION PROCEDURE

1. Set up work area



2. Cut bread wrapper (use box cutter) at middle of loaf. Using both hands, separate the two halves.
3. Place both half-loaves with cut end down in center of work area. Lift off wrapper and discard in one continuous motion, forming three stacked rows of bread. (See illustration.)* Make sure to leave enough room in front of you to stack finished sandwiches for cutting.
4. Place #30 scoop of peanut butter on each top slice of bread in first and second row. (Starting with row closest to you.)
5. Place #30 scoop of jelly on each top slice of bread in third row.
6. Spread peanut butter and jelly on all rows with spatula.
7. Using both hands simultaneously, pick up slice of jelly bread (Row #3) and flip over to cover peanut buttered bread (row #2).
8. Pick up both (PB & jelly) slices (row #2) and flip over to cover peanut buttered bread in row #1.
9. Remove triple decker sandwiches (one in each hand) and place in front of you.
10. Repeat steps #7, #8, #9 until there are six whole sandwiches in front of you.
11. Now, repeat steps #4 through 10.
12. Cut each stack diagonally with bread knife.
Each half is one serving (6 half slices of bread).

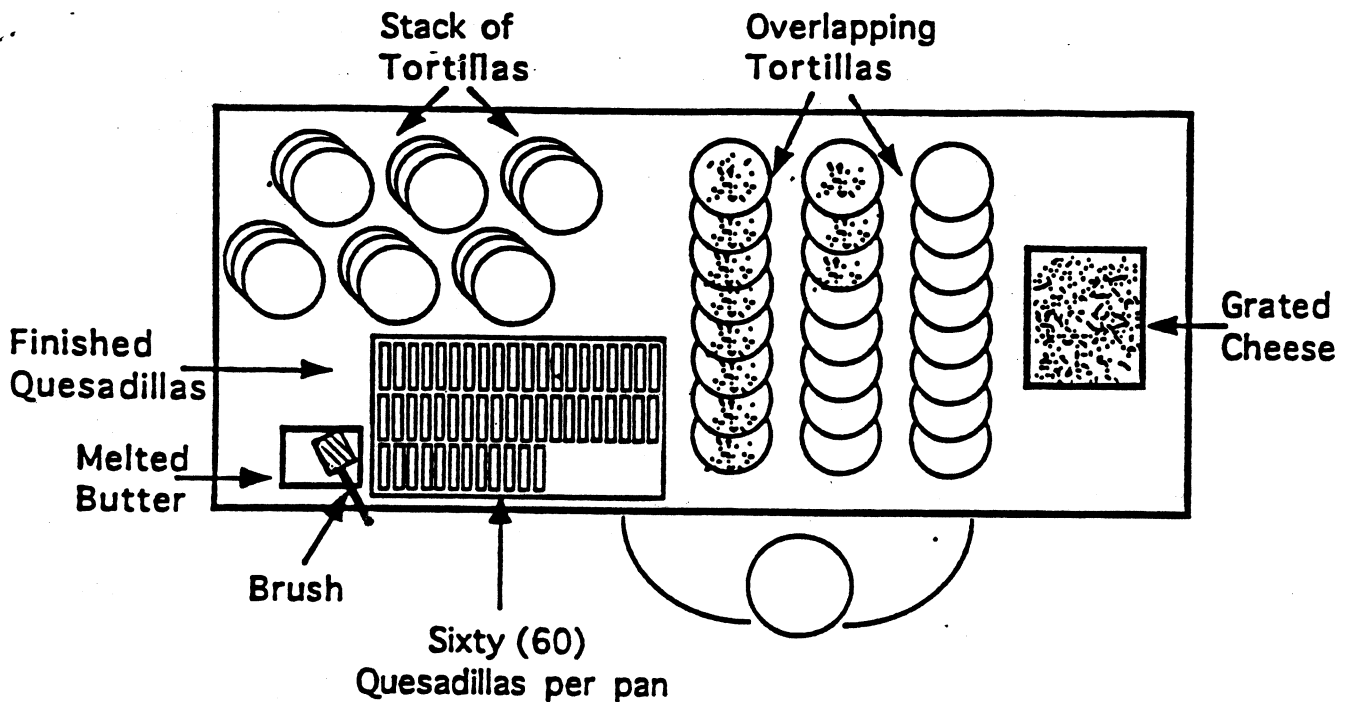
PRODUCTION STANDARD:

Using this suggested preparation method, one worker is able to prepare and wrap 100 sandwiches in 35 minutes.

Reference: Recipe #716 Super Peanut Butter & Jelly Sandwich

QUESADILLA (6")

SUGGESTED PREPARATION PROCEDURE



1. Set up work area.
2. Lightly butter bun pan with garlic butter.
3. Lay 24 six-inch flour tortillas (2 packages) in overlapping rows (see illustration).
4. Evenly distribute 1 1/2 qts (1 1/2lb) grated cheese over tortillas. (2 cups per row, 1 oz. each)
5. Roll tortilla tightly. Place on bun pan (60/pan) as rolled.
6. Brush quesadillas with melted butter.

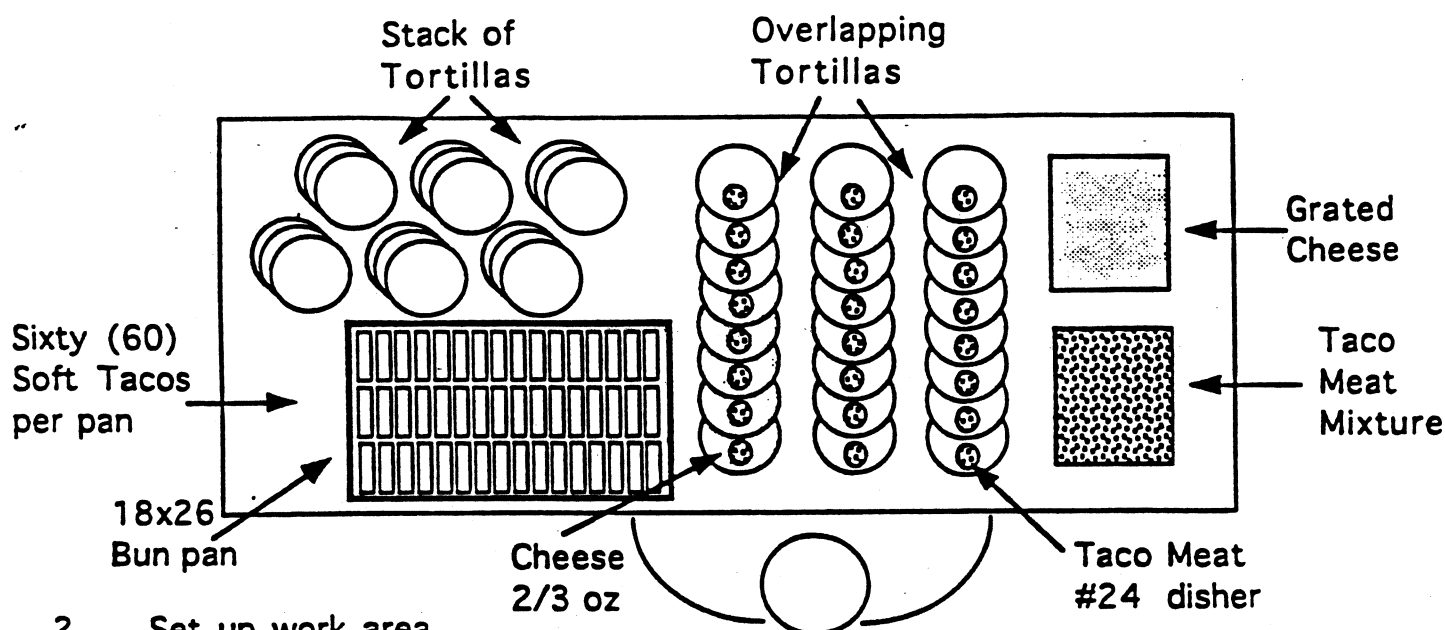
PRODUCTION STANDARD

Using the work method described, one worker is able to prepare from setup to finish 10 dozen in 18 minutes .

Reference: Recipe #344 Quesadilla

SOFT TACO WITH MEAT AND CHEESE

SUGGESTED PREPARATION PROCEDURES



2. Set up work area.
 3. Spray bun pan with pan coating.
 4. Lay 24 (room temperature) six-inch flour tortillas (2 packages) in overlapping rows (See illustration).
 5. Place a #24 disher of meat mixture on each tortilla.
 6. Using a one quart measuring pan, evenly sprinkle 1 pound of grated cheese over 24 tortillas (5-1/4 oz per row, 2/3 oz each)
 7. Roll tortillas. *Place on bun pan as rolled 60 per pan.
 8. Cover taco filled pan tightly with clear wrap (24" width)
 9. Keep Soft Tacos hot in holding until serving.
- *Wrap each soft taco as instructed, skip step #8

PRODUCTION STANDARD

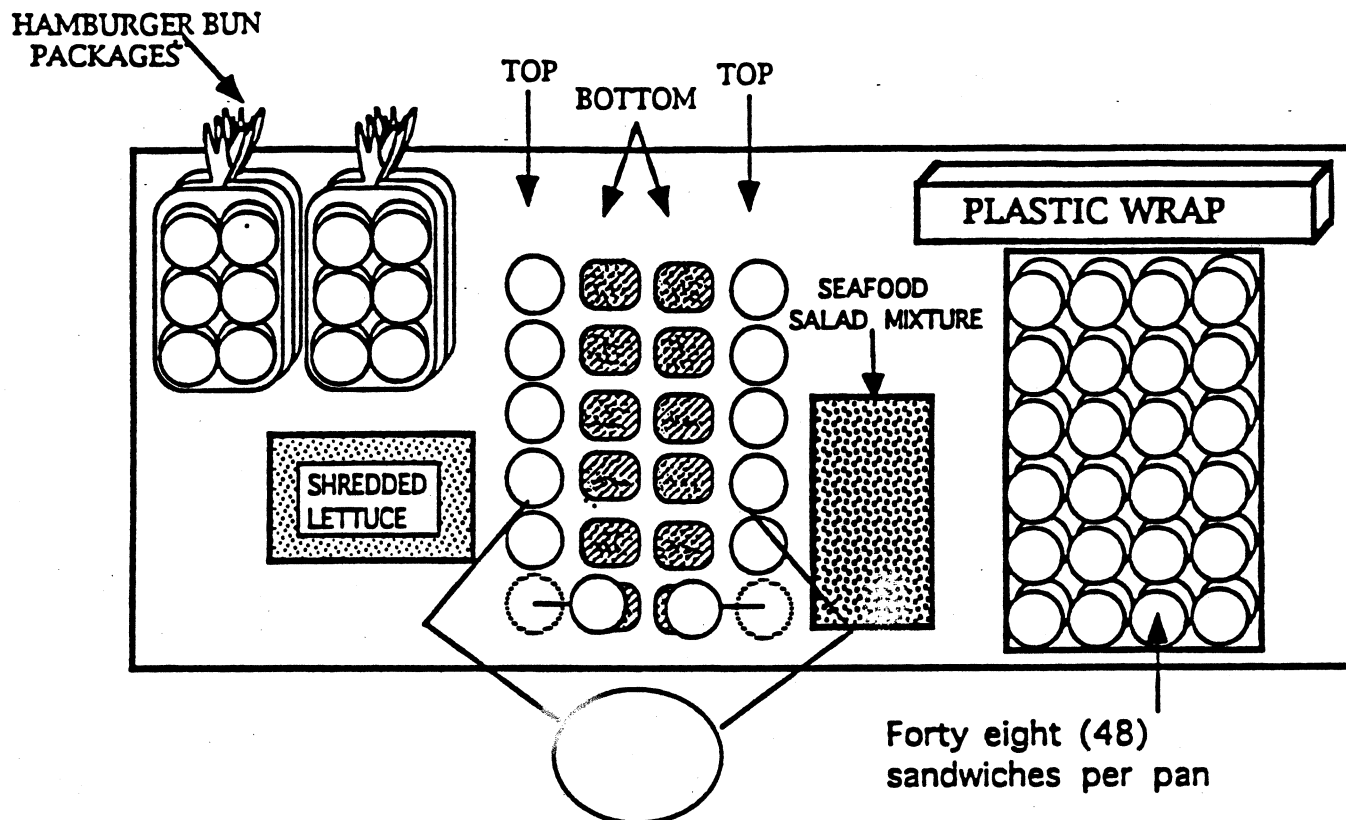
Using the work method described, one worker is able to prepare from setup to finish 10 dozen soft tacos in 20 minutes .

***ALTERNATE SERVING METHOD (Elementary):** Prepare as served. Place pre-warmed tortilla shell directly on serving tray, place meat, cheese and lettuce on tortilla, fold in half.

Reference: Recipe #517 Soft Taco with Cheese and Meat

SEAFOOD SALAD SANDWICH

SUGGESTED PREPARATION PROCEDURE

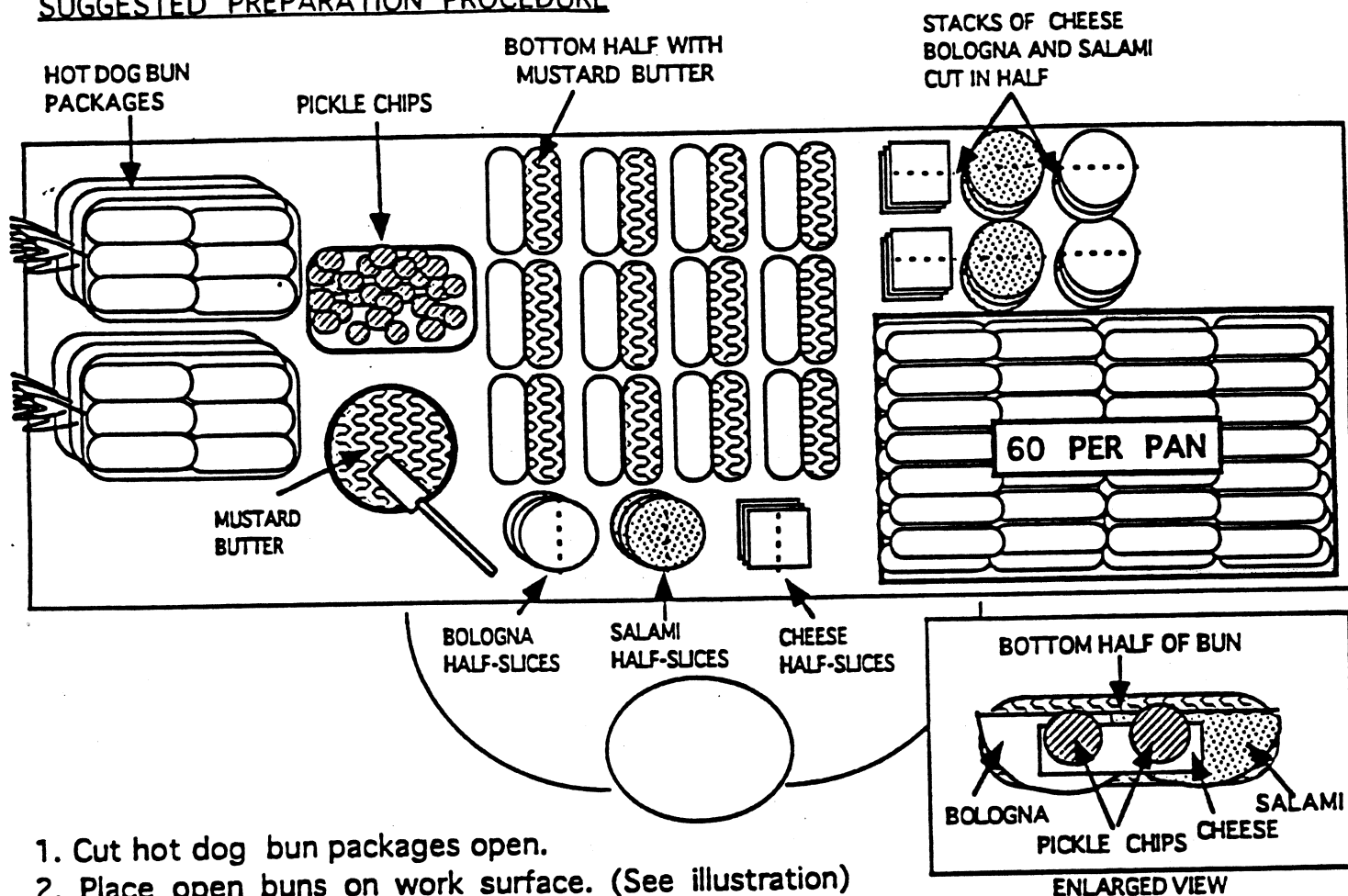


1. Cut Hamburger bun packages open.
 2. Distribute open buns on work surface, according to illustration.
 3. Spread #12 disher of seafood mixture on each bun bottoms with spatula.
 4. Evenly distribute 3 cups of shredded lettuce over seafood salad.
 5. Pick up one bun top (from outside rows) in each hand and place on bottoms to complete Seafood Salad Sandwich. (See illustration)
 6. *Place sandwiches (one in each hand) on a large bun pan, or in lined wire basket two layers high (48/per pan or basket)
 7. Cover with plastic wrap, **REFRIGERATE PROMPTLY.**
- * Follow special "SAFE HANDLING" instructions of Seafood Sandwiches .

PRODUCTION STANDARD:

Using the work method described, one worker is able to prepare 10 dozen Seafood Salad Sandwiches in 20 minutes.

Reference: #1779 - Sandwich, Seafood salad

SUGGESTED PREPARATION PROCEDURE

1. Cut hot dog bun packages open.
2. Place open buns on work surface. (See illustration)
3. Spread each bottom half with softened mustard butter.
4. Pick up one half-slice of bologna in each hand, place it on bottom bun halves at the same time, repeat till all twelve bottom bun halves are covered.
5. Repeat step #4 using salami half-slices.
6. Repeat step #4 again using half-slices of cheese.
7. Pick up two pickle chips in each hand and place on the top of cheese slices on two sandwiches. (See inset above for completed assembly.)
8. Using both hands, close two finished Sub Sandwiches and with the same motion place 60 sandwiches in designated serving container, two layers high.
9. Cover with plastic wrap, refrigerate.

PRODUCTION STANDARD:

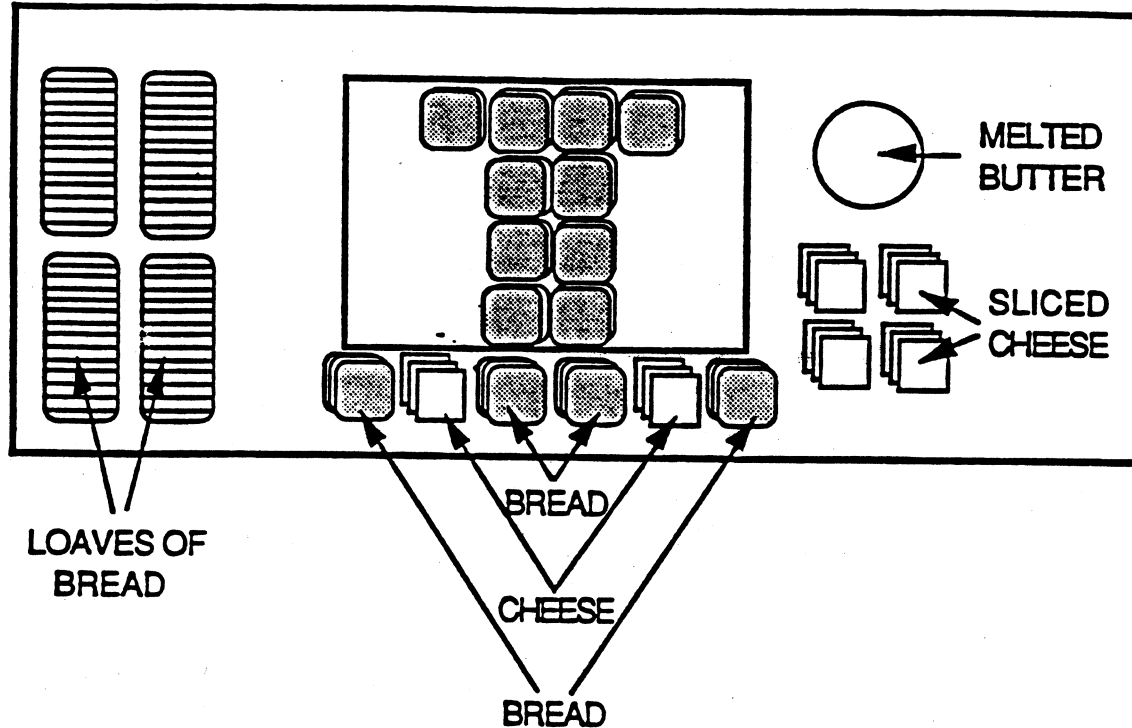
Using the work method described, one worker is able to prepare 10 dozen Submarine Sandwiches in 25 minutes after setup.

Reference: Recipe #1291 Submarine Sandwich on Hot Dog Bun 8/82

TOASTED CHEESE SANDWICH

SUGGESTED PREPARATION PROCEDURE

1. Set up work area.



2. Brush melted butter on large bun pan, using pastry brush.
3. Cut bread wrapper (use box cutter) at middle of loaf. Using both hands, separate the two halves and place in front of bun pan, creating two stacks of bread.
4. Place sliced cheese beside bread stacks. (See diagram)
5. Repeat step #2, placing bread stacks on each side of cheese slices.
6. Using both hands simultaneously, pick up one slice of the outside bread, one slice (1 oz.) of cheese and one slice of the inside bread.
7. With one completed sandwich in each hand place both on buttered bun pan (24/pan) starting from the middle of the pan.
8. Brush melted butter on top of sandwiches.

PRODUCTION STANDARD:

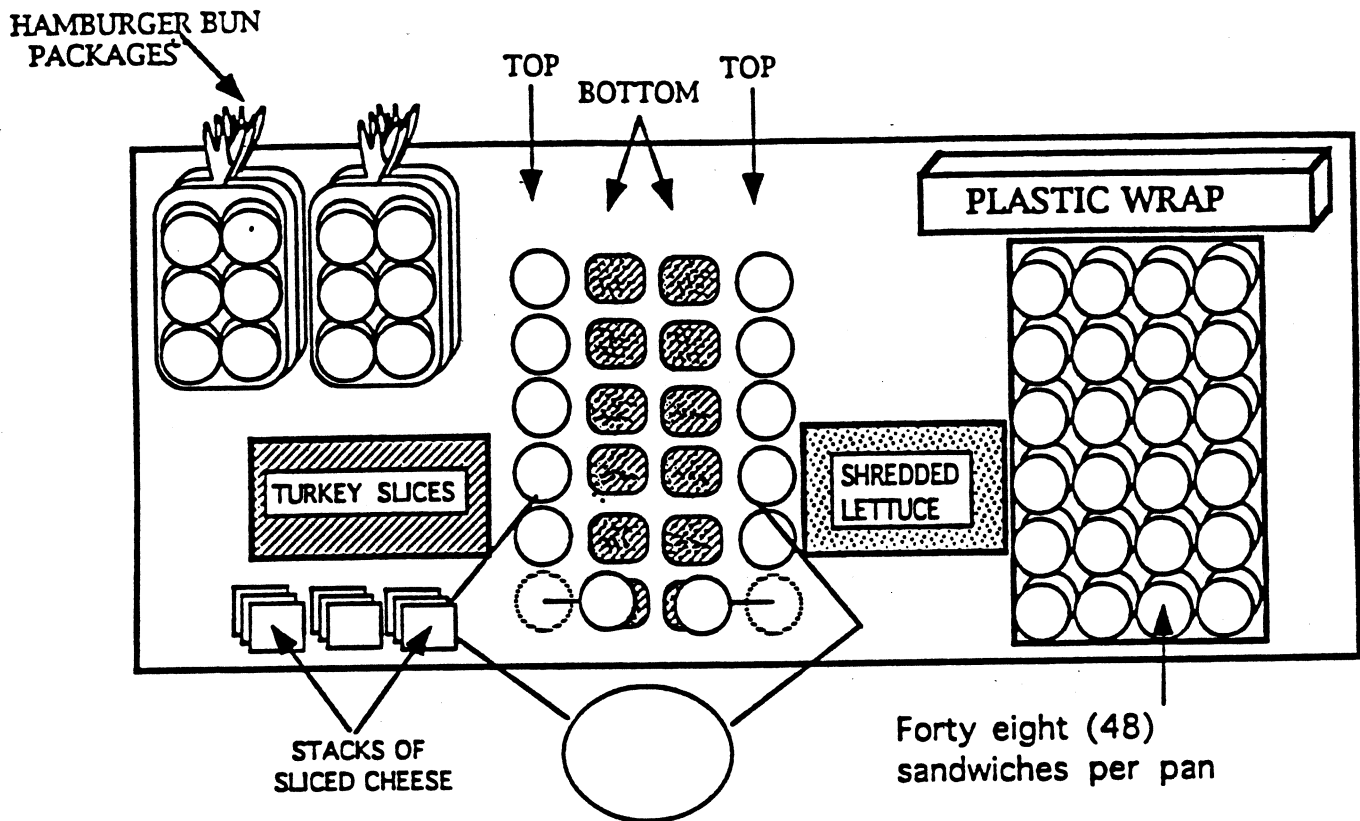
Using the work method described, one worker is able to prepare from set up to oven 96 Toasted Cheese Sandwiches (4 pans) in 8 minutes.

Two workers can work simultaneously, across the table, using the same supply.

Reference: Recipes #403 Toasted Cheese Sandwich.

TURKEY & CHEESE SANDWICH

SUGGESTED PREPARATION PROCEDURE



1. Cut Hamburger bun packages open.
2. Distribute open buns on work surface, according to illustration.
3. Place one slice of cheese (1 oz.) on each bun bottoms.
4. Using both hands, place 1 oz. of turkey on top of cheese slices.
5. Evenly distribute 3 cups of shredded lettuce over ham.
6. Pick up one bun top (from outside rows) in each hand and place on bottoms to complete Turkey Cheese Sandwich. (See illustration)
7. Place sandwiches (one in each hand) on large bun pan, or in lined wire basket two layers high (48/per pan or basket)
8. Cover with plastic wrap, refrigerate promptly.

PRODUCTION STANDARD

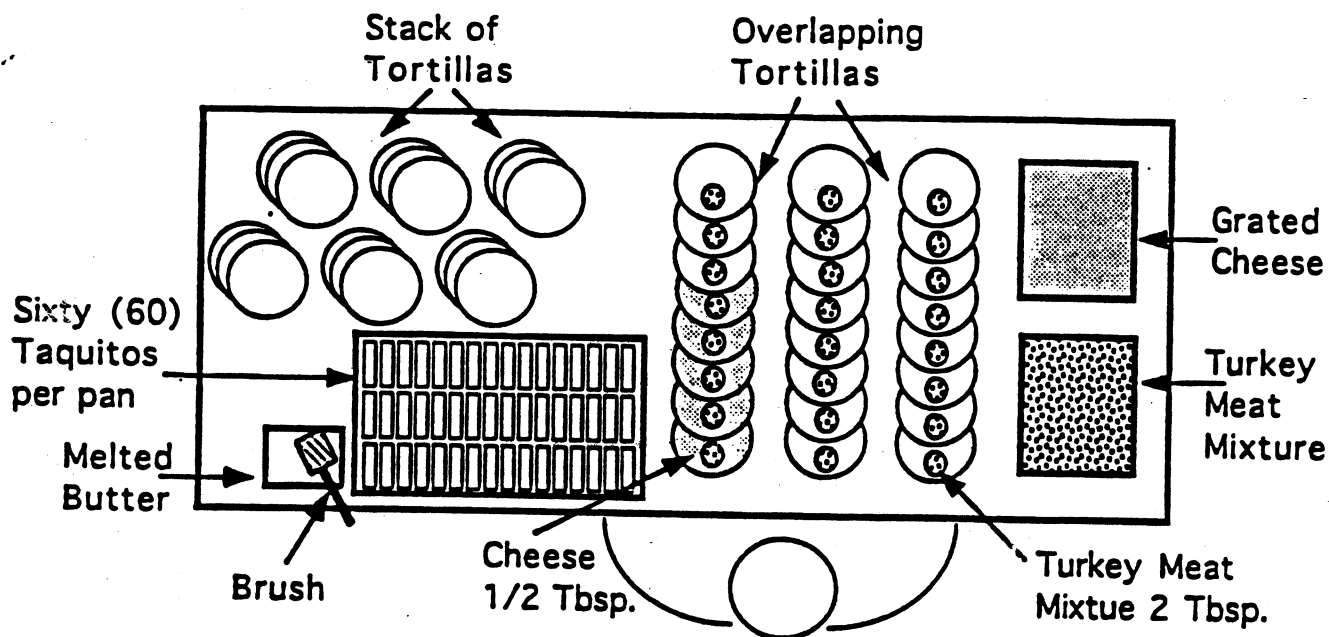
Using the work method described, one worker is able to prepare 10 dozen Turkey & Cheese Sandwiches in 20 minutes.

Reference: #1099 - SANDWICH, TURKEY & PROC. CHEESE/WW BUN

TURKEY TAQUITO

(Elementary breakfast)

SUGGESTED PREPARATION PROCEDURE



1. Set up work area.
2. Spray large bun pan with pan spray.
3. Lay 24 six-inch flour tortillas (2 packages) in overlapping rows (see illustration).
4. Evenly distribute 3 cups of meat mixture over 24 tortillas. (1 cup per row, or #24 scoop on each tortillas)
5. Evenly sprinkle $\frac{3}{4}$ cup grated cheese over 24 tortillas. (1/2 Tbsp. each).
6. Roll tortilla tightly. Place on bun pan as rolled. (60 per pan)
7. Brush taquitos with melted butter.

PRODUCTION STANDARD

Using the work method described, one worker is able to prepare from setup to finish 10 dozen Taquitos in 20 minutes .

Reference: Recipe #779 Taquito, Turkey & Pork, Breakfast 8/24/92

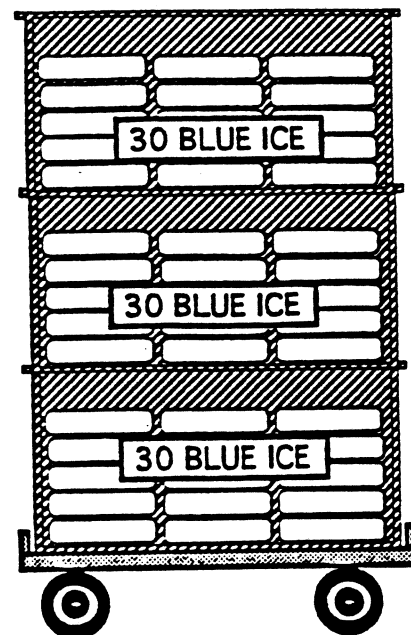
GREY TOTES/BLUE ICE

The use of Grey Totes/Blue Ice will require some new tasks to be assigned. Consider the following when adjusting your Employee Assignment Schedule:

• STORING BLUE ICE OVER NIGHT

1. Wipe blue ice clean with damp cloth (as needed) prior to storing.
2. Place all returned blue ice in clean grey totes on dolly. One gray tote holds maximum 30 blue ice. (See illustration)
3. Stack totes three high, as they are being filled.
4. Roll blue ice filled totes into freezer to a designated area.

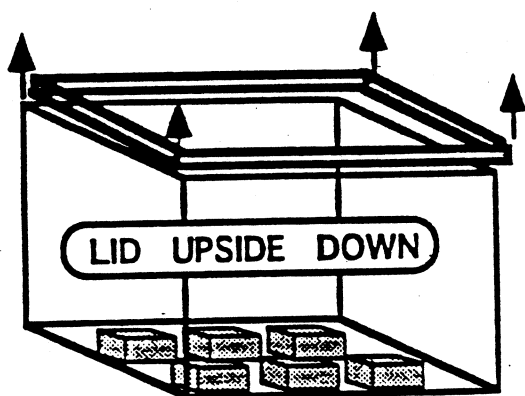
FOR OPTIONAL BLUE ICE STORAGE, USE ICE CREAM FREEZER.



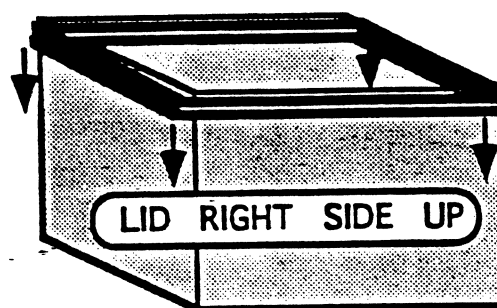
• DISTRIBUTION OF BLUE ICE

No earlier than 45 minutes before loading van.

1. Wheel blue ice from freezer to the distribution area.
2. Turn grey totes right side up on the transport rack.
3. Place 6 (six) blue ice in each grey tote as needed to transport cold food items for the day.
4. Place lid upside down over grey tote with blue ice.



GREY TOTE WITH BLUE ICE

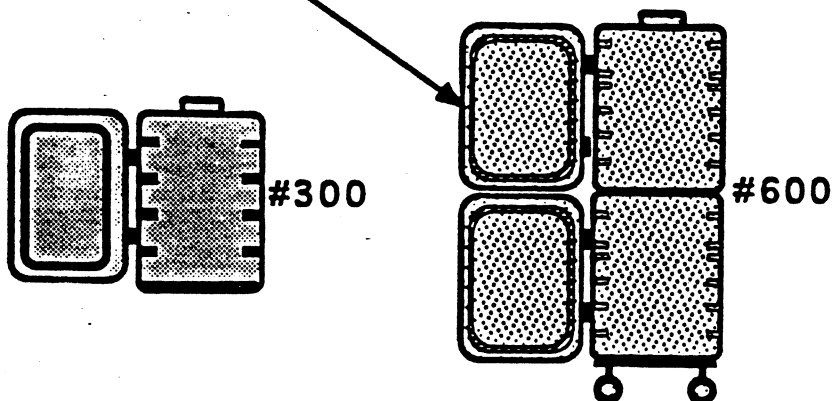


GREY TOTE FULL

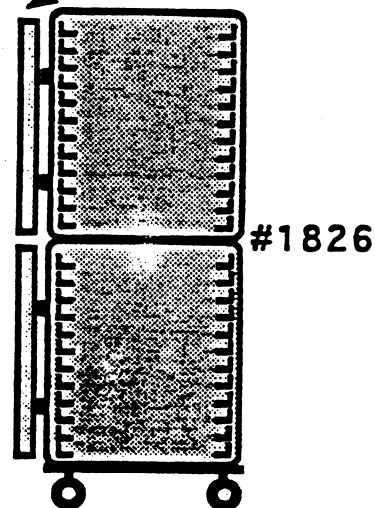
Blue Ice should not be removed at the serving location.
Must be returned to the preparation kitchen.

CLEANING 1826, 600, AND 300 FOOD TRANSPORT UNITS

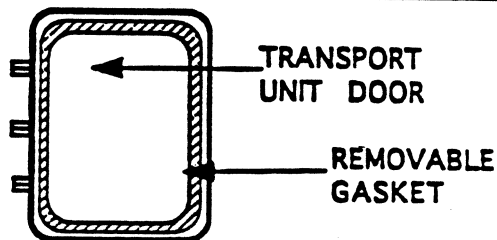
DAILY: USING HOT SOAPY WATER, CLEAN INSIDE OF EVERY TRANSPORT UNIT THAT WAS IN USE. LEAVE DOORS AJAR FOR STORING OVER NIGHT.



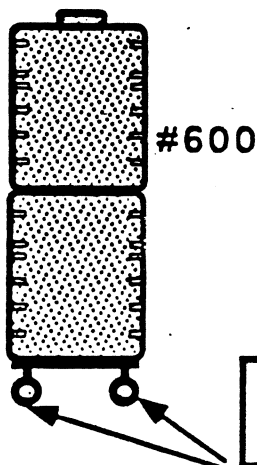
DOORS AJAR PARALLEL WITH SIDES, HELD OPEN BY MAGNET ON 1826 UNITS



WEEKLY: REMOVE RUBBER GASKETS FROM INSIDE DOORS OF 600 & 300 TRANSPORT UNITS, WASH WITH HOT SOAPY WATER AND WIPE GASKET GROOVES ON DOORS. DRY THOROUGHLY CLEAN GASKETS OF 1826 AS NEEDED.

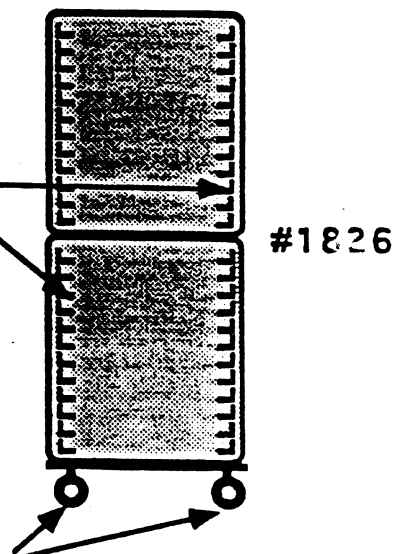


WEEKLY: REMOVE ALL UNIVERSAL SHELVING FROM INSIDE OF #1826 TRANSPORT UNITS AND HAND WASH WITH HOT SOAPY WATER. DO NOT SEND THROUGH DISHWASHER.



WEEKLY: SCRUB CASTERS WITH BRUSH AND HOT SOAPY WATER.

REMOVABLE UNIVERSAL SHELVINGS



LOADING FOOD TRANSPORT EQUIPMENT

1826 Food Transport

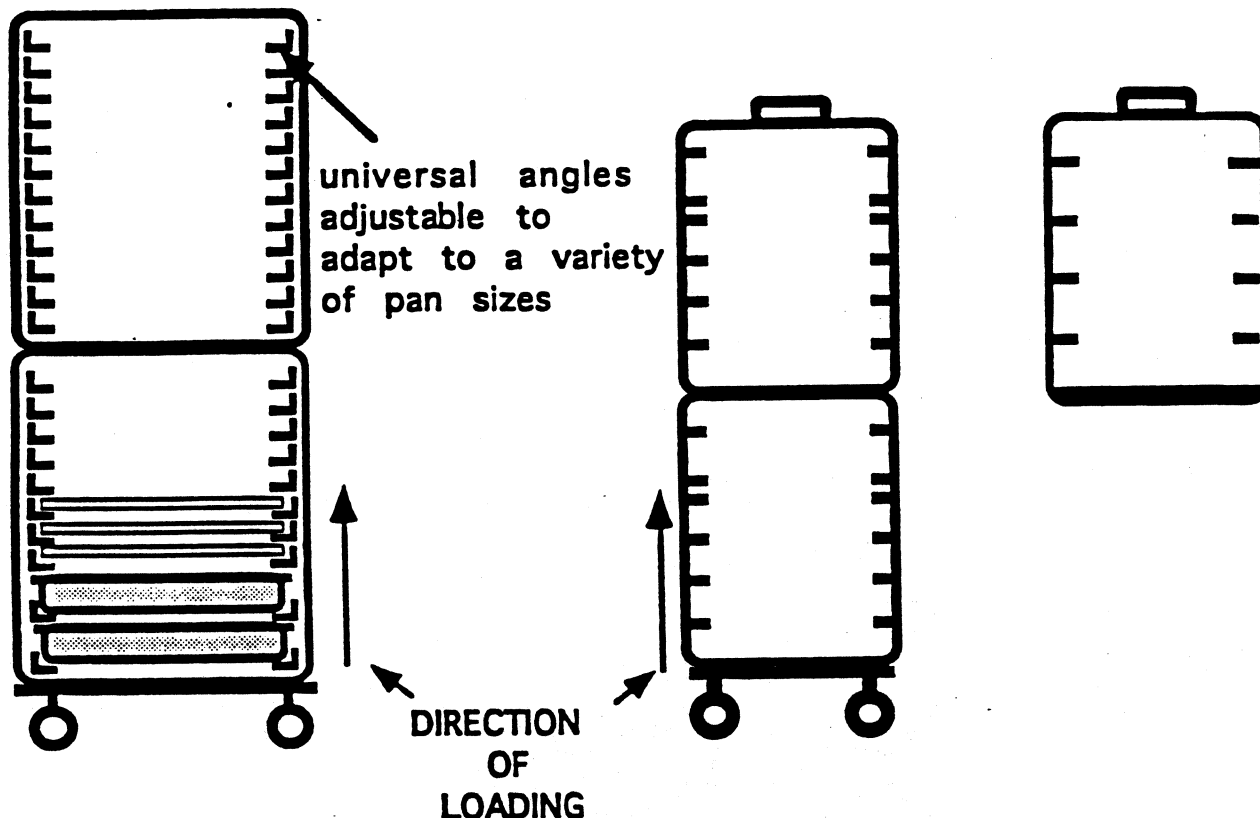
24 - Bun Pans
16 - 4" Inset Pans
8 - 6" Inset Pans

600 Food Transport

8 - 2" Inset Pans
6 - 4" Inset Pans
4 - 6" Inset Pans

300 Food Transport

4-2" Inset Pans
3-4" Inset Pans
2-6" Inset Pans

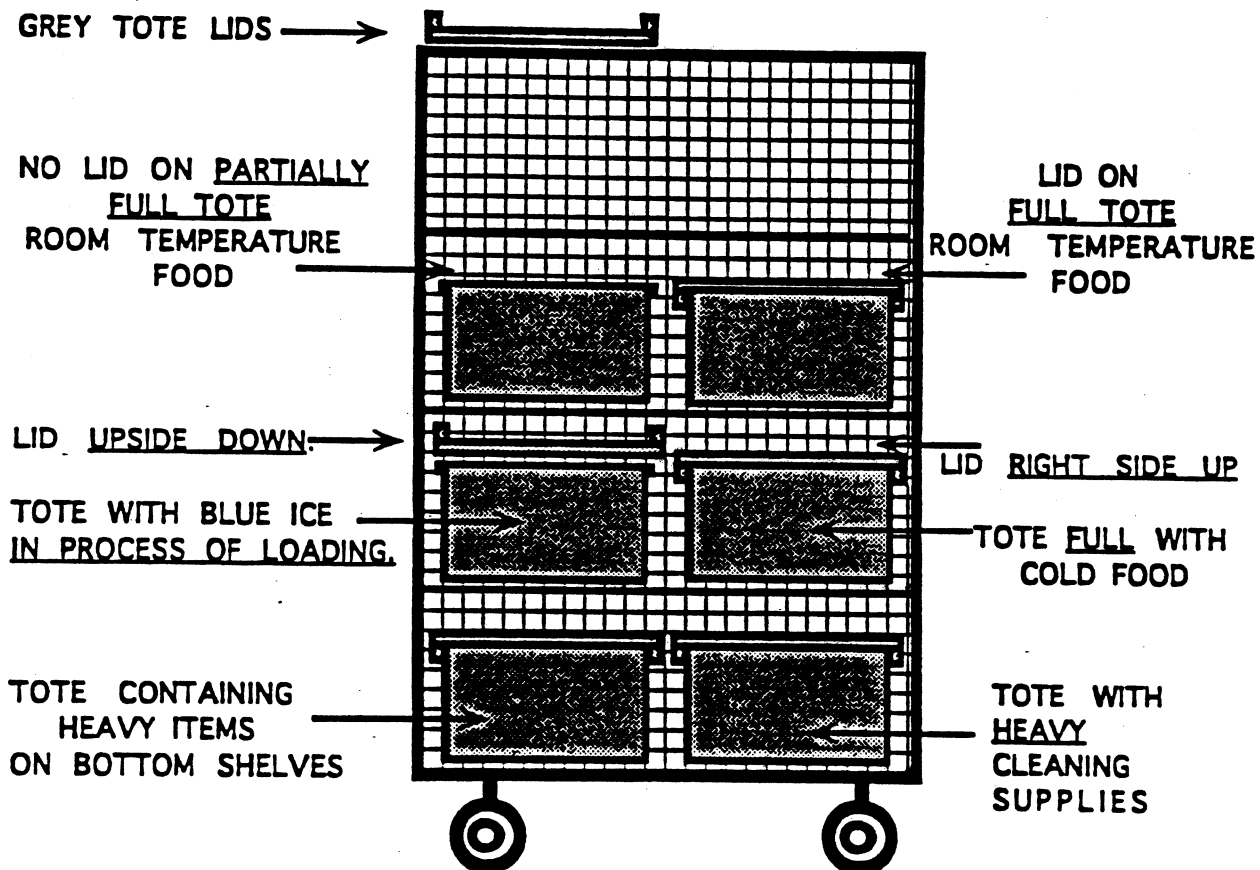


- Adjust Universal Angles as needed to transport any combination of pans and/or inset.
- Load each compartment from bottom to top.
- Always load the bottom compartment first.
- Never mix hot and cold food in the same compartment

LOADING FOOD TRANSPORT RACK

pg. 42

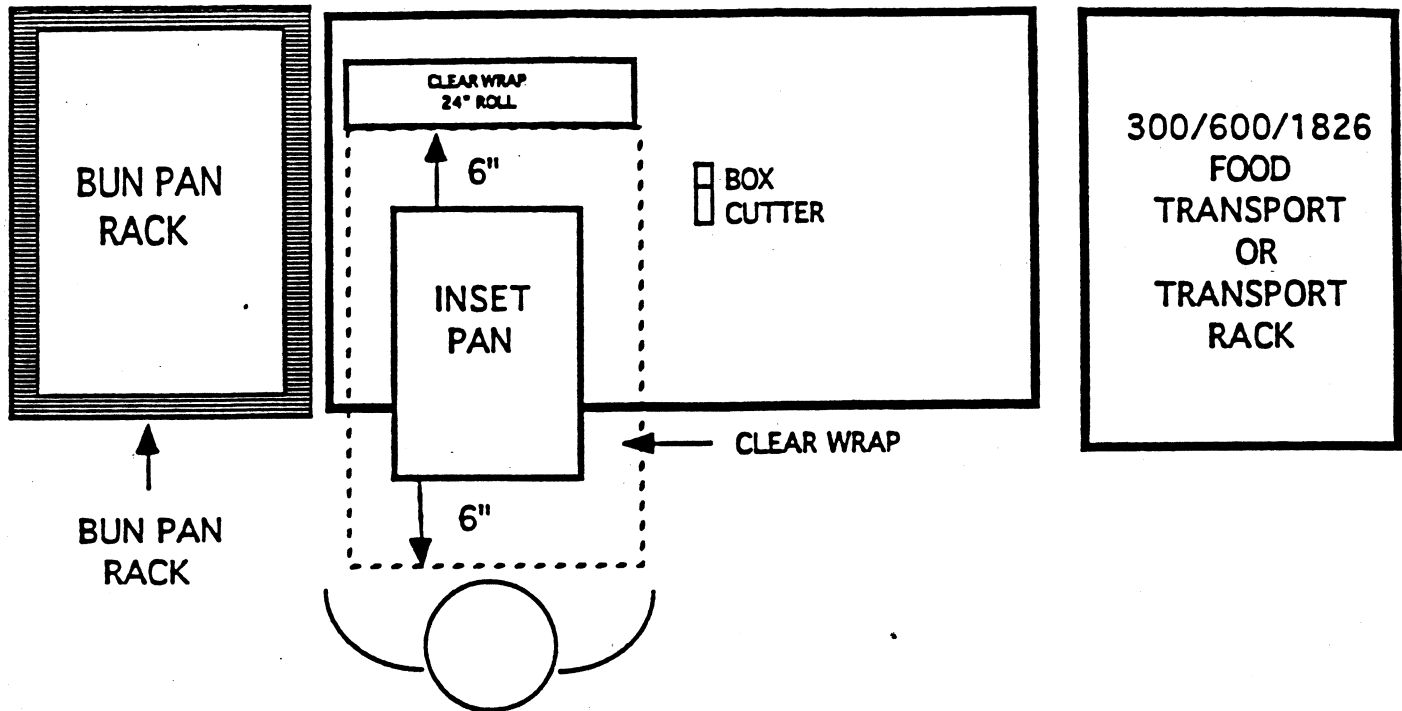
- Store lids on top shelf until needed.
- Use bottom shelf for totes with heavy items.
- Only one tote of student trays can go on cart. Use dollie for more than one.
- Use right half of bottom shelf for transporting heavy cleaning supplies as needed.
- Place lids on totes with room temperature items when totes are full or when all room temperature items to be shipped are loaded.
- Place lids upside down on totes with blue ice. When tote is full, turn lid right side up.
- Nest unused grey totes on a dollie and place unused lids on top.



Helpful hints:

- Identify one day each week when you fill supply orders for each school.
- Food related supplies, ie. napkins, straws, cups, towels may be placed in any partially filled totes.

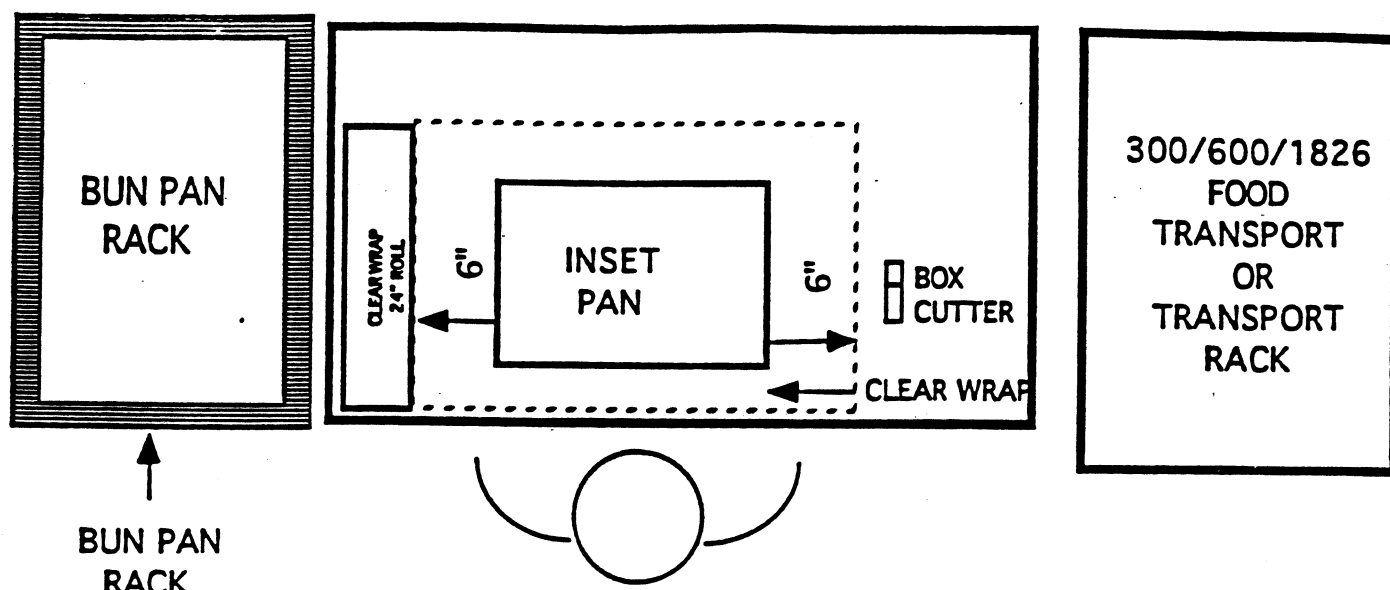
**PACKAGING WORK METHOD #1
(SENIOR INSET PAN)**



1. Place inset pan on worktable approximately 6" from the clear wrap dispenser with 1/4 of the pan over hanging the table edge. (see diagram)
2. Pull clear wrap over the entire pan surface and approximately 6" beyond the pan to fold under.
3. Fold clear wrap under end of pan closest to you and secure clear wrap down the sides.
4. Use box cutter to cut clear wrap at dispenser.
5. Tightly fold clear wrap under opposite end of pan.
6. Finish wrapping pan by pulling clear wrap tightly down sides.
7. Place wrapped inset pan in designated transport unit.
(300/600/1826 Food Transport or on Transport Rack.)

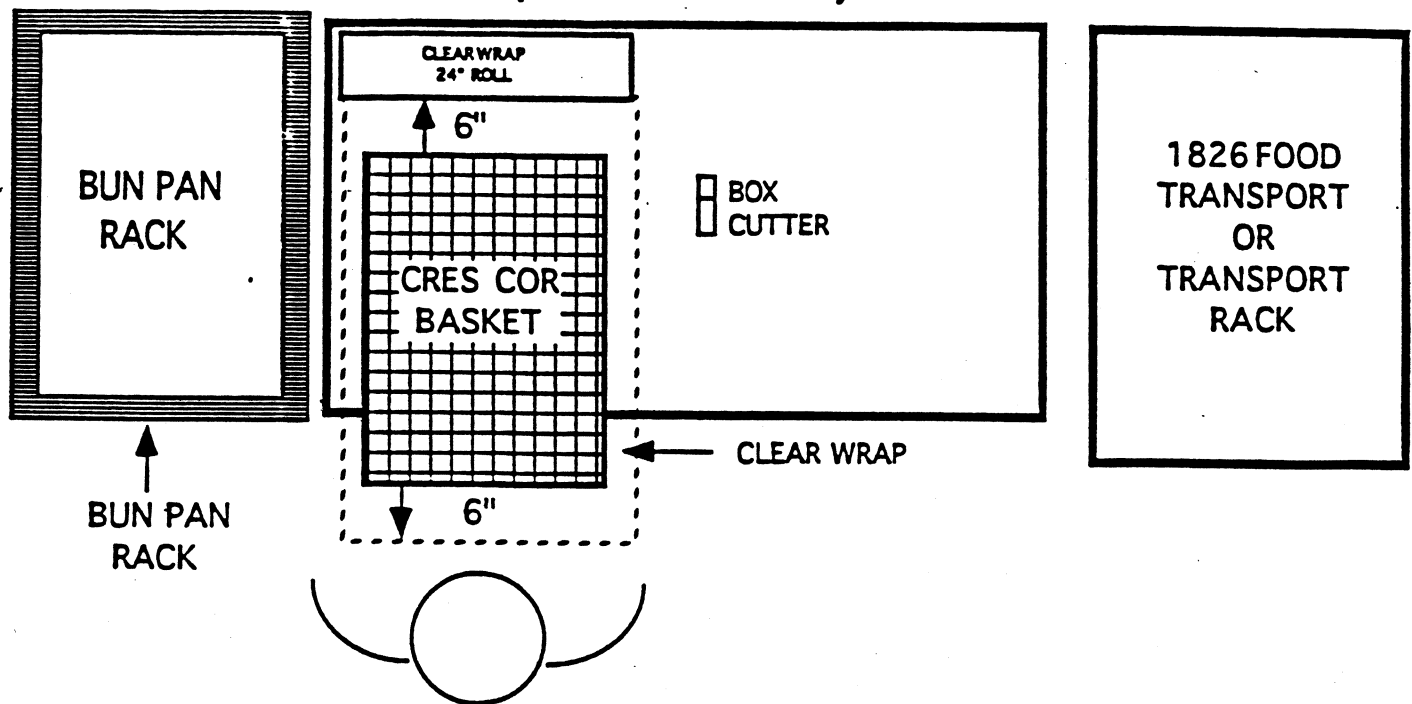
When "easy to spill" food items are to be transported, ie. bean recipes, applesauce, canned fruit, salad dressing, turkey and gravy, sauces, gravy etc. follow steps 1 through 6. Then place lid over clear wrapped inset pan, and secure lid with a second layer of clear wrap

PACKAGING WORK METHOD #1 / a (SENIOR INSET PAN)



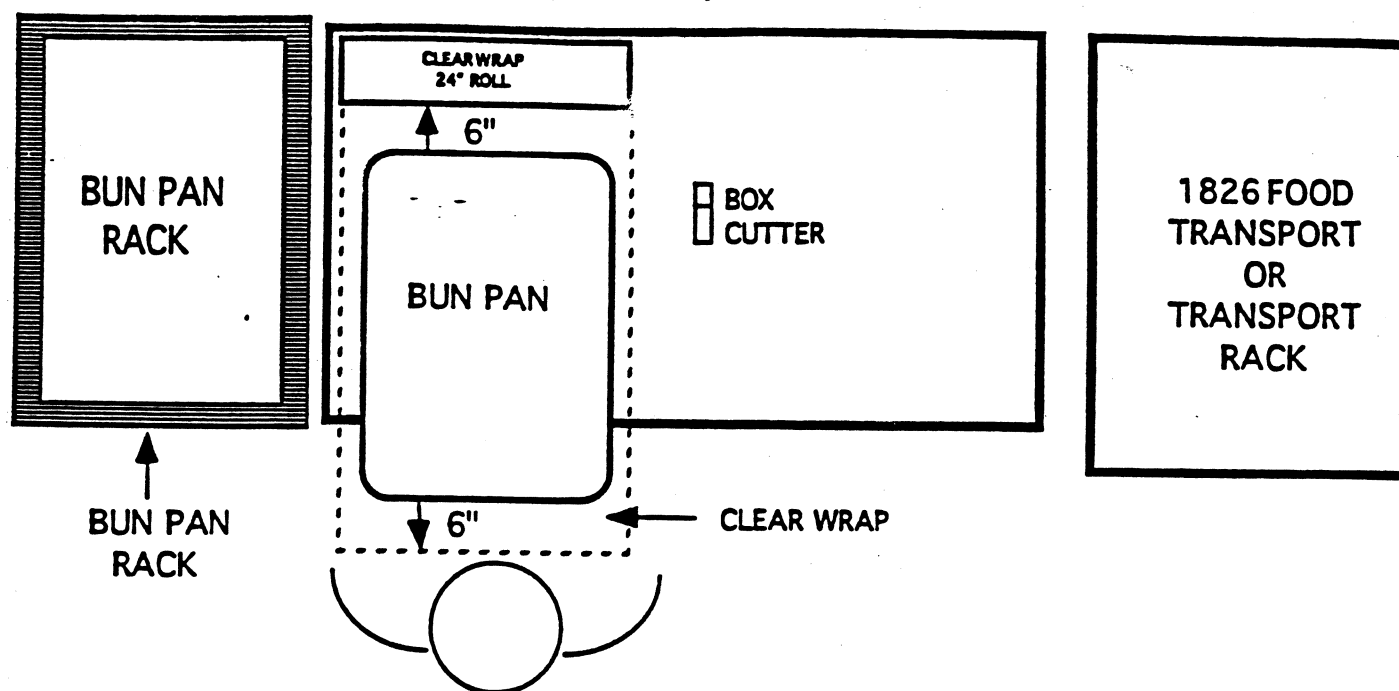
1. Place inset pan on worktable approximately 6" from the clear wrap dispenser with 1/4 of the pan over hanging the table edge.
(see diagram)
2. Pull clear wrap over the entire pan surface and approximately 6" beyond the pan to fold under.
3. Fold clear wrap under end of pan closest to you and secure clear wrap down the sides.
4. Use box cutter to cut clear wrap at dispenser.
5. Tightly fold clear wrap under opposite end of pan.
6. Finish wrapping pan by pulling clear wrap tightly down sides.
7. Place wrapped inset pan in designated transport unit.
(300/600/1826 Food Transport or on Transport Rack.)

PACKAGING WORK METHOD #2 (CRES COR BASKET)



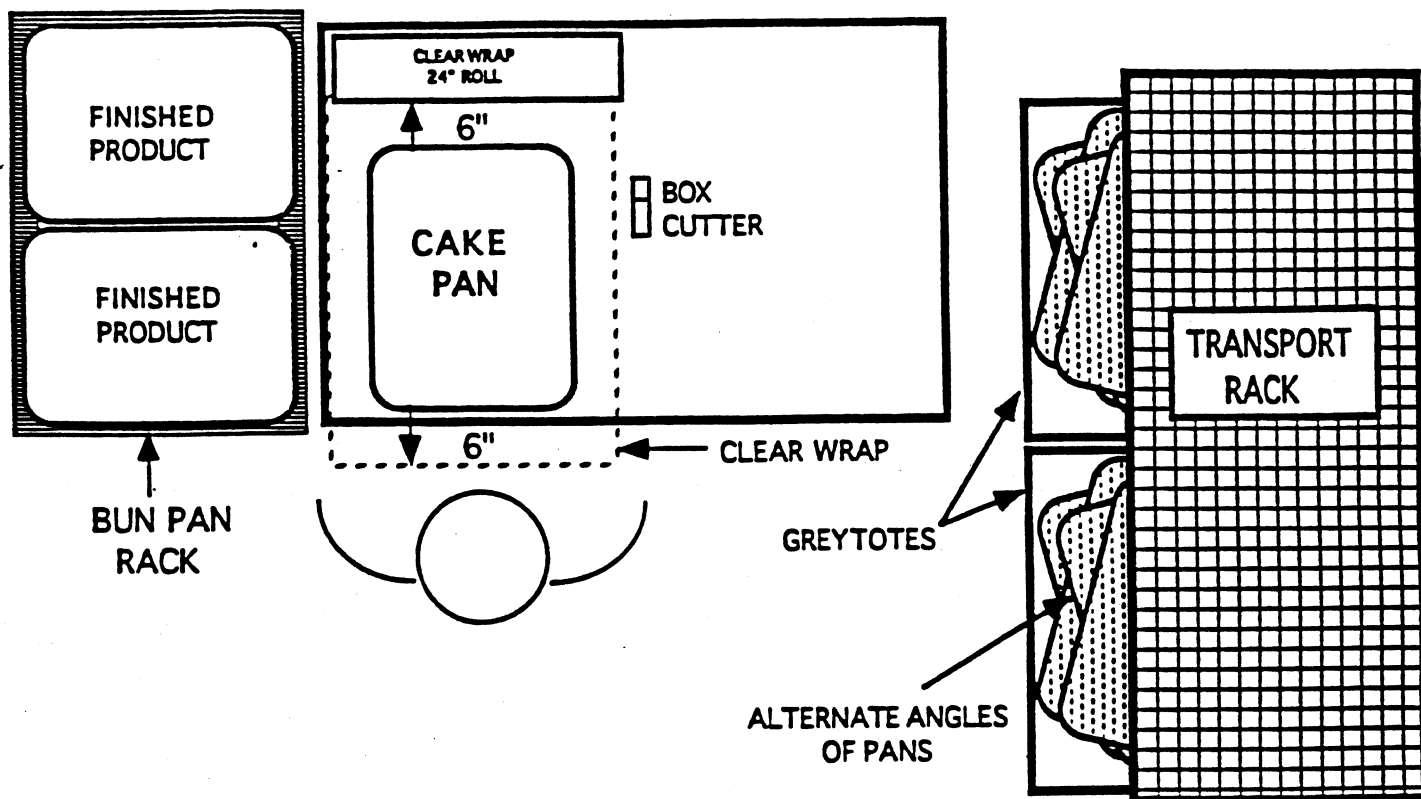
1. Place Cres Cor basket on worktable approximately 6" from the clear wrap dispenser with 1/4 of the basket over hanging the table edge . (see diagram)
2. Pull clear wrap approximately 6" beyond the end of the basket and use box cutter to cut clear wrap at dispenser.
3. Line bottom and sides of Cres Cor basket with clear wrap.
4. Place sandwiches in Cres Cor basket. (Maximum of two layers)
5. Cover top of Cres Cor basket with clear wrap by repeating step #2.
6. Tightly cover sides and ends of Cres Cor basket with clear wrap to prevent sandwiches from drying out .
7. Place wrapped Cres Cor basket in designated transport unit. (1826 Food Transport or Transport Rack.)

PACKAGING WORK METHOD #3 (BUN PAN)



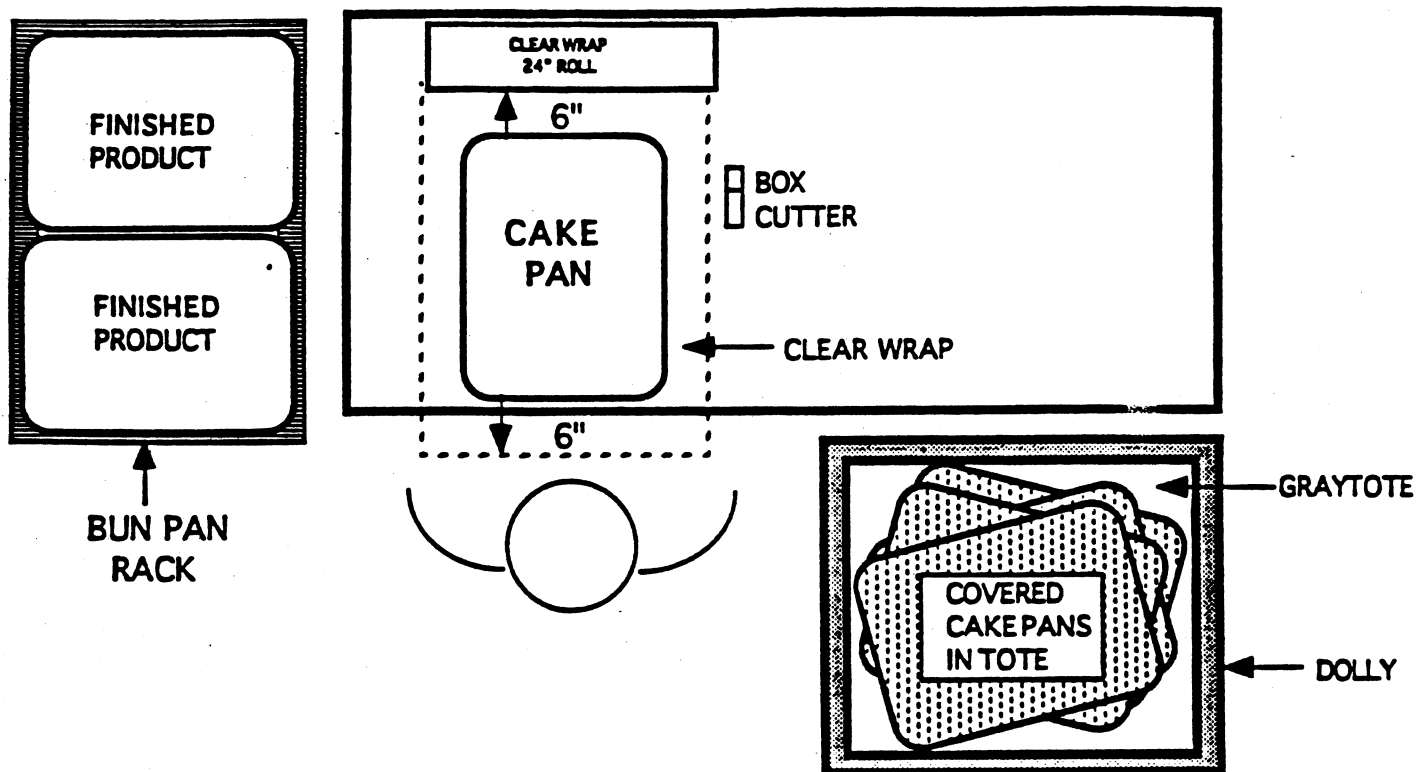
1. Place bun pan on worktable approximately 6" from the clear wrap dispenser with 1/4 of the pan over hanging the table edge.
(see diagram)
2. Pull clear wrap over the entire bun pan surface and approximately 6" beyond the pan to fold under.
3. Fold clear wrap under end of bun pan closest to you and securely wrap under the sides.
4. Use box cutter to cut clear wrap at dispenser.
5. Tightly fold clear wrap under opposite end of pan.
6. Finish securing sides by pulling clear wrap tight.
7. Place wrapped Bun Pan in designated transport unit.
(1826 Food Transport or Transport Rack.)

**PACKAGING WORK METHOD #4
(CAKE/BREADS - IN PANS)**



1. Remove cake pan from bun pan rack and place on worktable approximately 6" from the clear wrap dispenser. (see diagram)
2. Pull clear wrap over the entire pan surface and approximately 6" beyond the pan to fold under.
3. Fold clear wrap under end of pan closest to you and secure clear wrap down the sides.
4. Use box cutter to cut clear wrap at dispenser.
5. Finish wrapping pan by tightly folding clear wrap under opposite end of pan.
6. Place covered pans in Grey Transport totes.
7. Stack a maximum four pans high into Grey Tote, alternate angles (See diagram)

PACKAGING WORK METHOD #4 **(CAKE/BREADS - IN PANS)**



1. Remove cake pan from bun pan rack and place on worktable approximately 6" from the clear wrap dispenser. (see diagram)
2. Pull clear wrap over the entire pan surface and approximately 6" beyond the pan to fold under.
3. Fold clear wrap under end of pan closest to you and secure clear wrap down the sides.
4. Use box cutter to cut clear wrap at dispenser.
5. Finish wrapping pan by tightly folding clear wrap under opposite end of pan.
6. Place covered pans in Gray Transport totes in alternating angles (See diagram)
7. Stack a maximum four pans high.
8. Cover Gray Transport Tote with lid and place tote on Dolly.(See illustration)

PACKAGING WORK METHOD #5
("EASY TO SPILL" FOOD ITEMS)

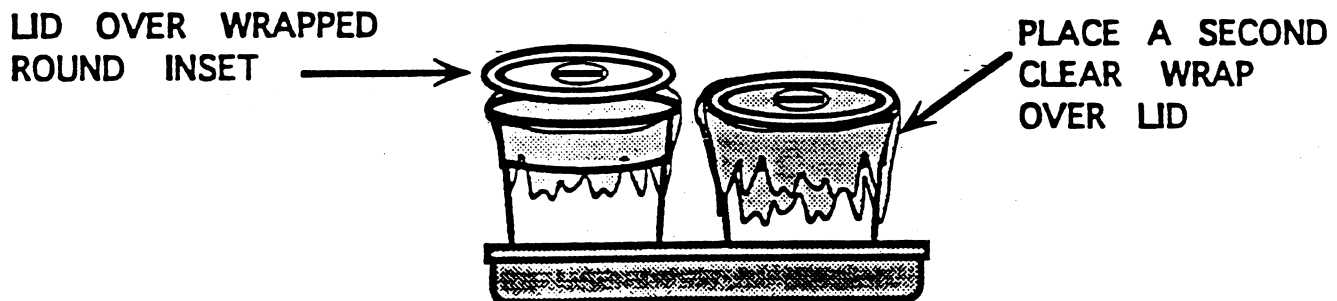
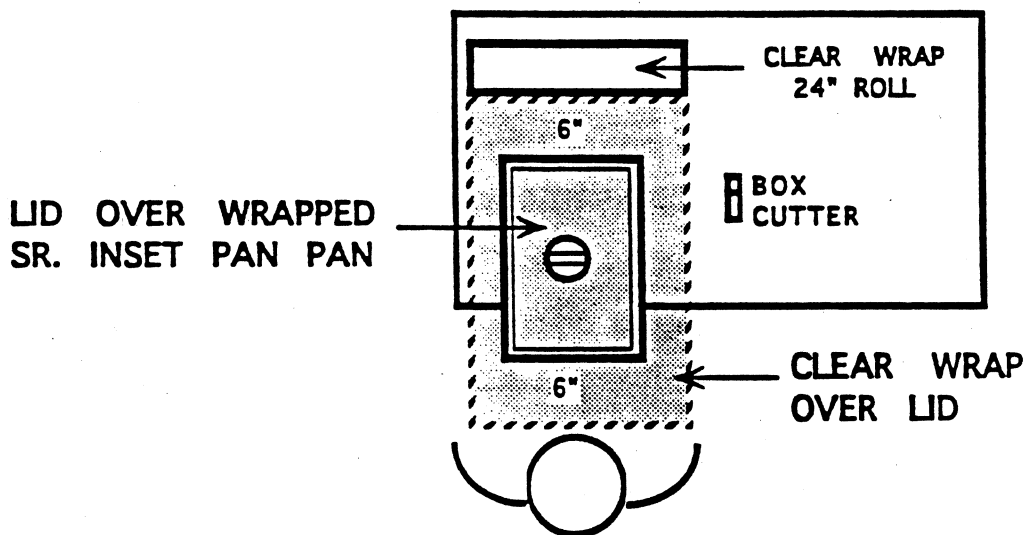
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WHEN "EASY TO SPILL" FOOD ITEMS ARE TO BE TRANSPORTED SUCH AS:

SOUP
SAUCES
GRAVY

APPLESAUCE AND CANNED FRUIT
TURKEY AND GRAVY
BEAN RECIPES

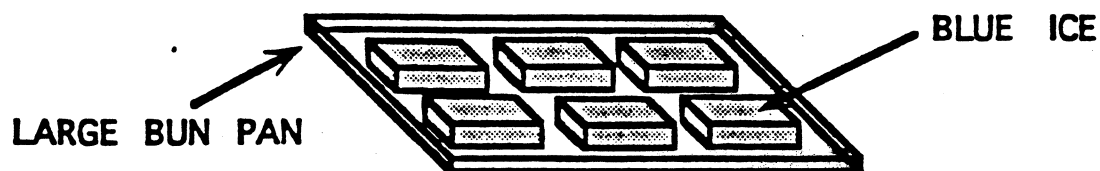
1. WRAP INSET PAN WITH CLEAR WRAP.
2. PLACE LID OVER CLEAR WRAPPED SR. INSET OR ROUND INSET PAN.
3. SECURE LID WITH A SECOND LAYER OF CLEAR WRAP.



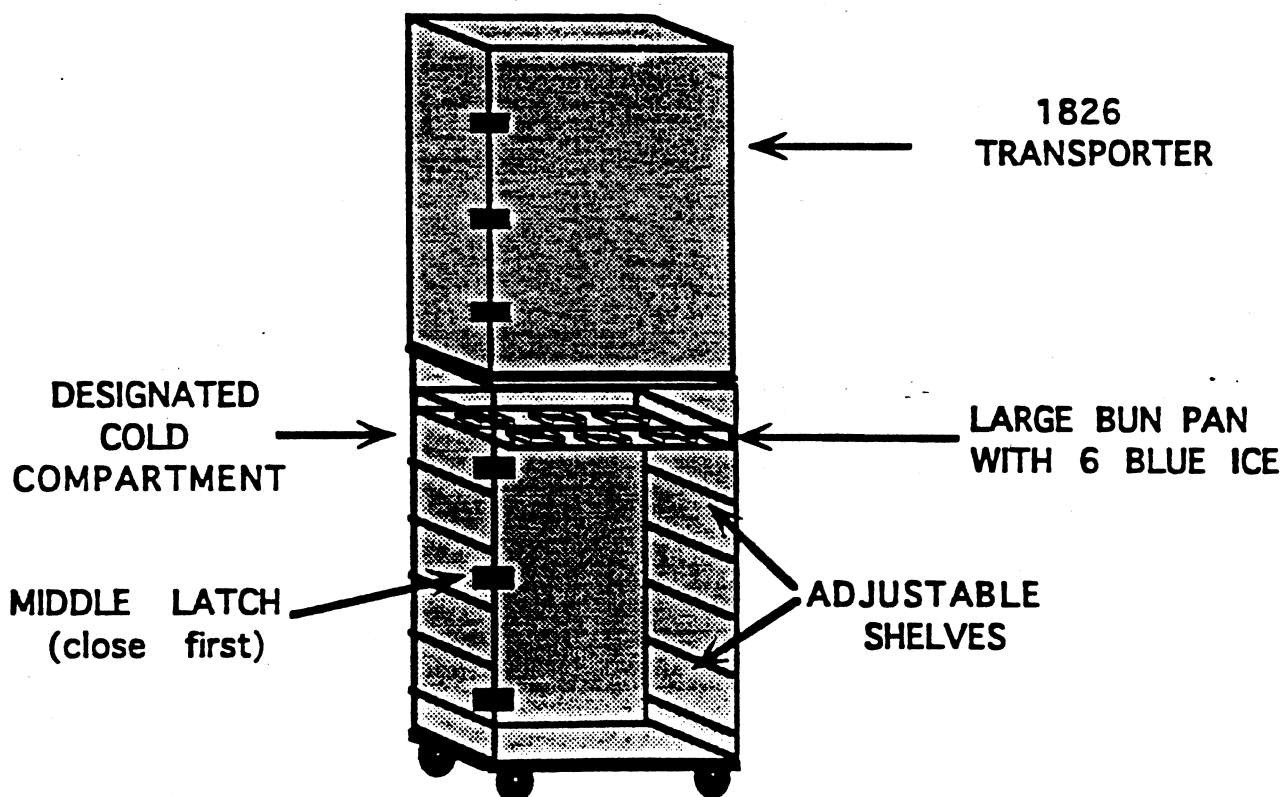
TRANSPORTING COLD FOOD IN 1826 FOOD TRANSPORT

When cold food items are being transported in 1826 Transport, use blue ice to maintain proper temperature.

1. Place six blue ice on a large bun pan.



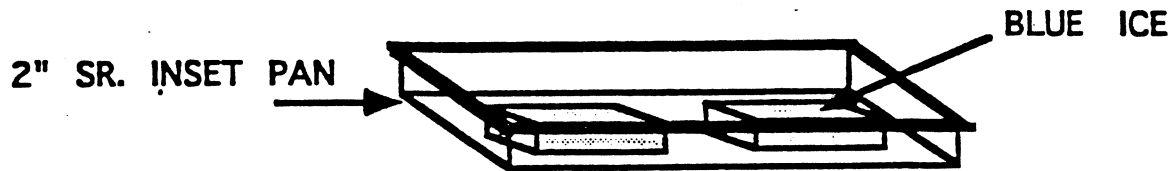
2. Adjust universal shelving in the designated cold compartment so that the blue ice filled bun pan will be nearest to the top of the cold compartment.
3. Slide blue ice filled bun pan onto the top shelf.
4. Close door with middle latch only. When all cold items to be delivered are in the cold compartment close all three latches.



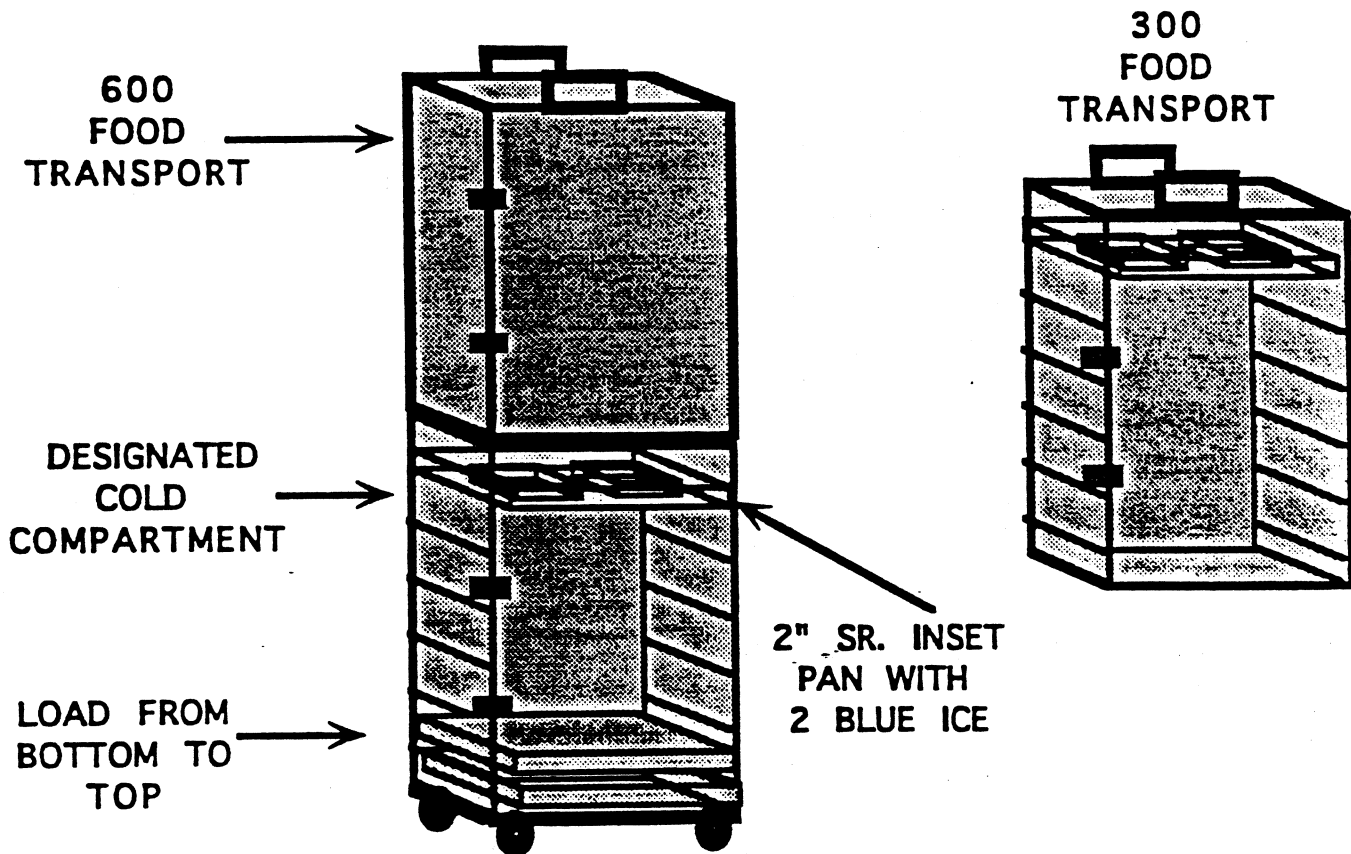
TRANSPORTING COLD FOOD IN 600/300 FOOD TRANSPORT

When cold food items are being transported in 600/300 Food Transport, use blue ice to maintain proper temperature.

1. Place two blue ice in a 2" Sr. Inset pan.



2. Place blue ice filled inset pan on the top shelf of the designated cold compartment.
3. Close door with top latch . When all cold items to be delivered are in the cold compartment close both latches.



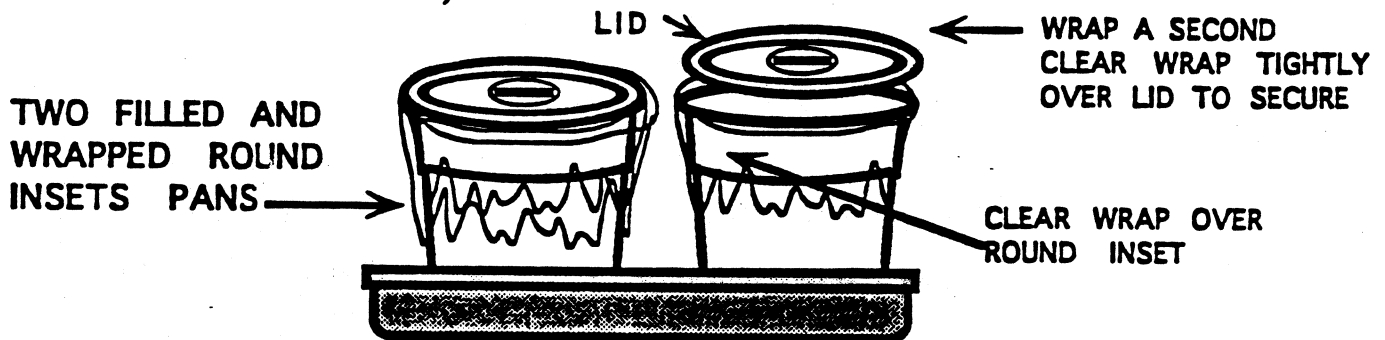
TRANSPORTING ROUND INSET PANS IN FOOD TRANSPORT UNITS

For transporting soups, gravy and sauces,
use round insets placed into 4" Senior pans.

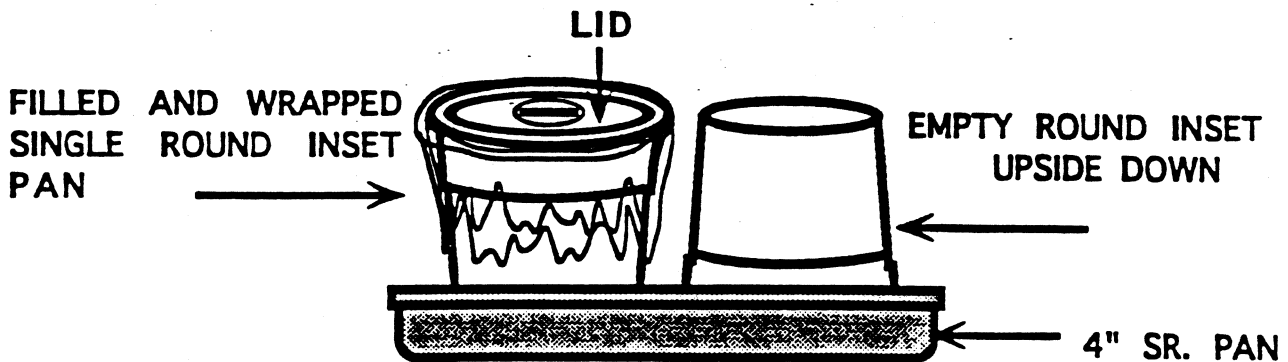
1. Measure soup, gravy or sauce into round inset pan(s) up to fill limit or below, according to need.

FILL LIMIT CHART:	4 1/8 RND.	3 QTS
	7 1/4 RND.	5 QTS
	11 RND.	8 QTS

2. Cover round inset with clear wrap put round lid on top clear wrap. Cover tightly with clear wrap again, to prevent from spilling, and place it in a 4" Sr. Inset pan for transport. One Sr. Inset pan will hold two round insets. (See illustration below)



3. If one round inset is large enough to hold amount needed to transport, place an empty round inset upside down beside the full inset to prevent sliding. (See illustration below)

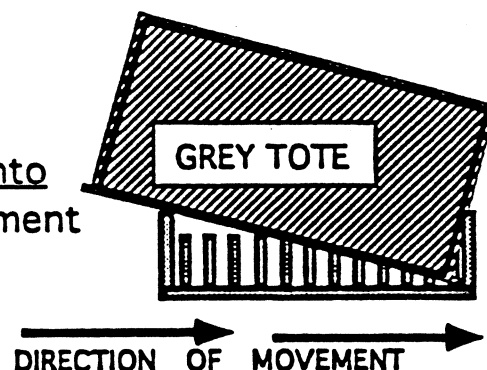


4. Place pans in appropriate (hot or cold) compartment of designated food transport.

WASHING GREY TOTES IN DISHWASHER

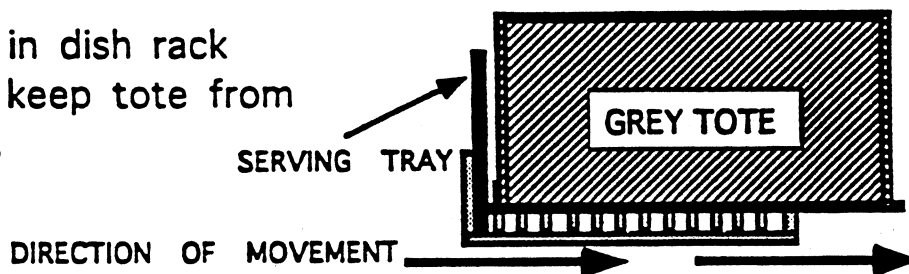
All grey totes and lids must be washed daily in dishwasher.

- 1/a. Place grey tote upside down on dish rack. Make sure grey tote is tilted and snapped into the dish rack toward the direction of movement through the dishmachine. (See illustration)

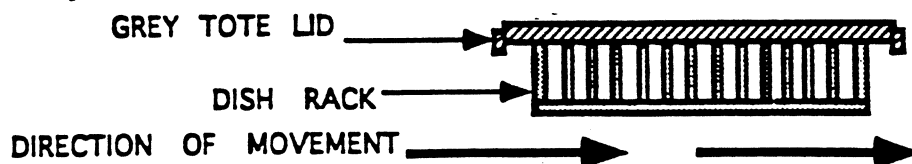


NOTE:
If dish rack does not hold grey tote securely, use option illustrated below.

- 1/b. Place a serving tray in dish rack behind grey tote to keep tote from sliding off dish rack.



2. Place clean grey totes upside down on transport racks to dry.
3. Place grey tote lids flat on top of dish rack. Run through full cycle.

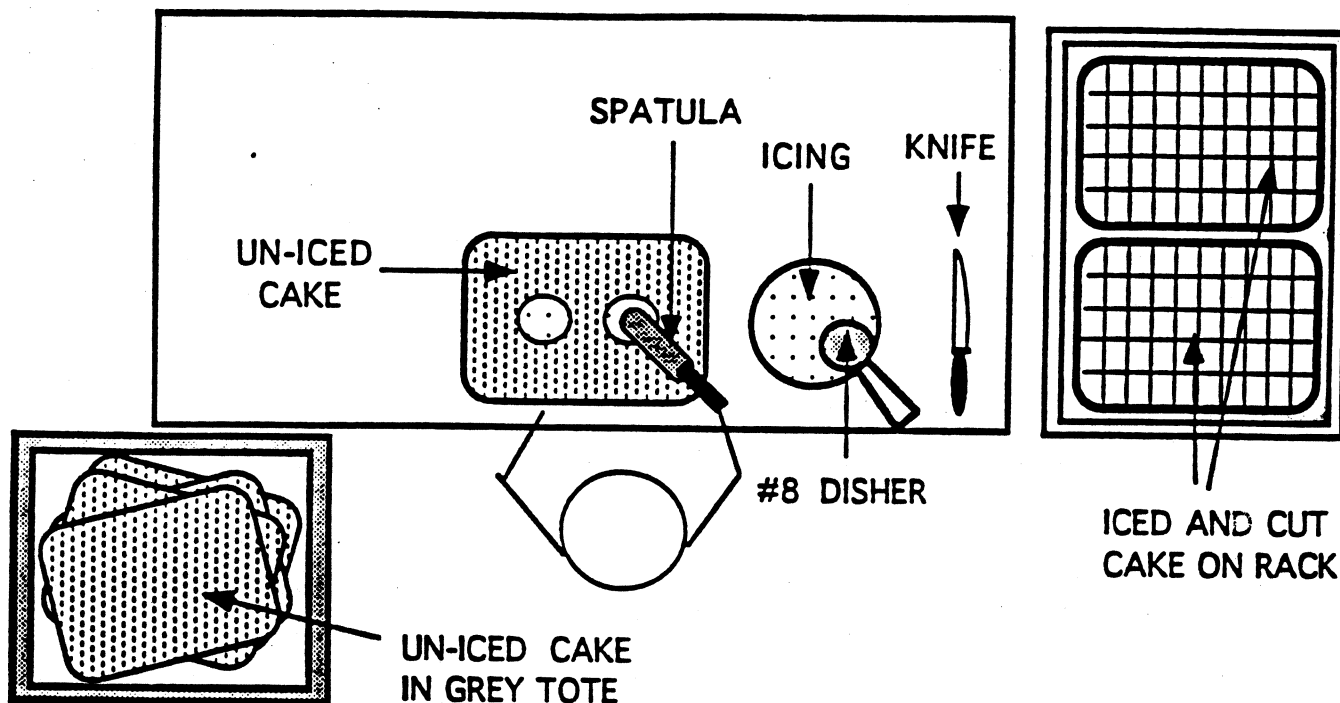


4. Place clean grey tote lids flat on upper transport rack shelf.

FROSTING CAKES

SUGGESTED PREPARATION PROCEDURE

1. Set up work area.



2. Place one cake pan on table, from grey tote.
3. Frost cake, using two #8 disher of frosting.
4. Spread frosting evenly with steel spatula in sweeping "S" motion covering all areas, especially corners.
5. Follow cutting instructions for proper portion.
6. Return finished product to rack.

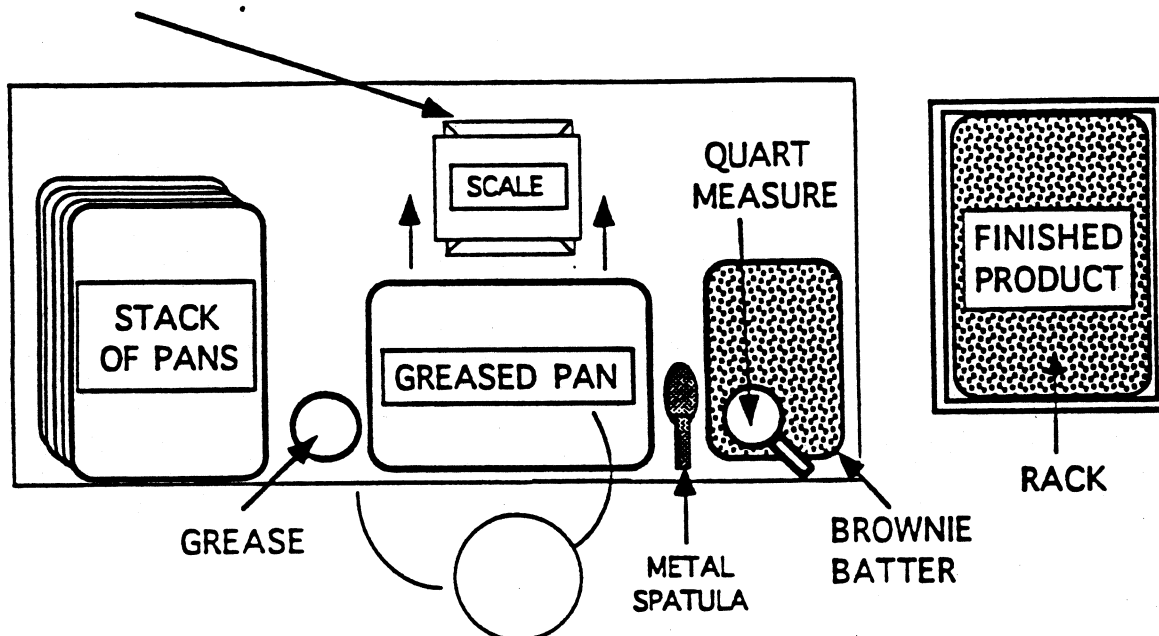
PRODUCTION STANDARD

Using the work method prescribed one worker will need 1 minute to frost and cut one cake.

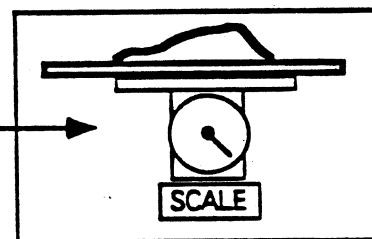
BAR COOKIES - PANNING

SUGGESTED PREPARATION PROCEDURE

1. Set up work area.
2. Grease pan with shortening.
3. Place greased pan on scale, adjust scale to "0".



4. Portion correct amount of batter onto prepared pan according to recipe. (See illustration)



5. Spread batter evenly with metal spatula. Be sure to spread into corners.
6. Place finished product on rack.

PRODUCTION STANDARD

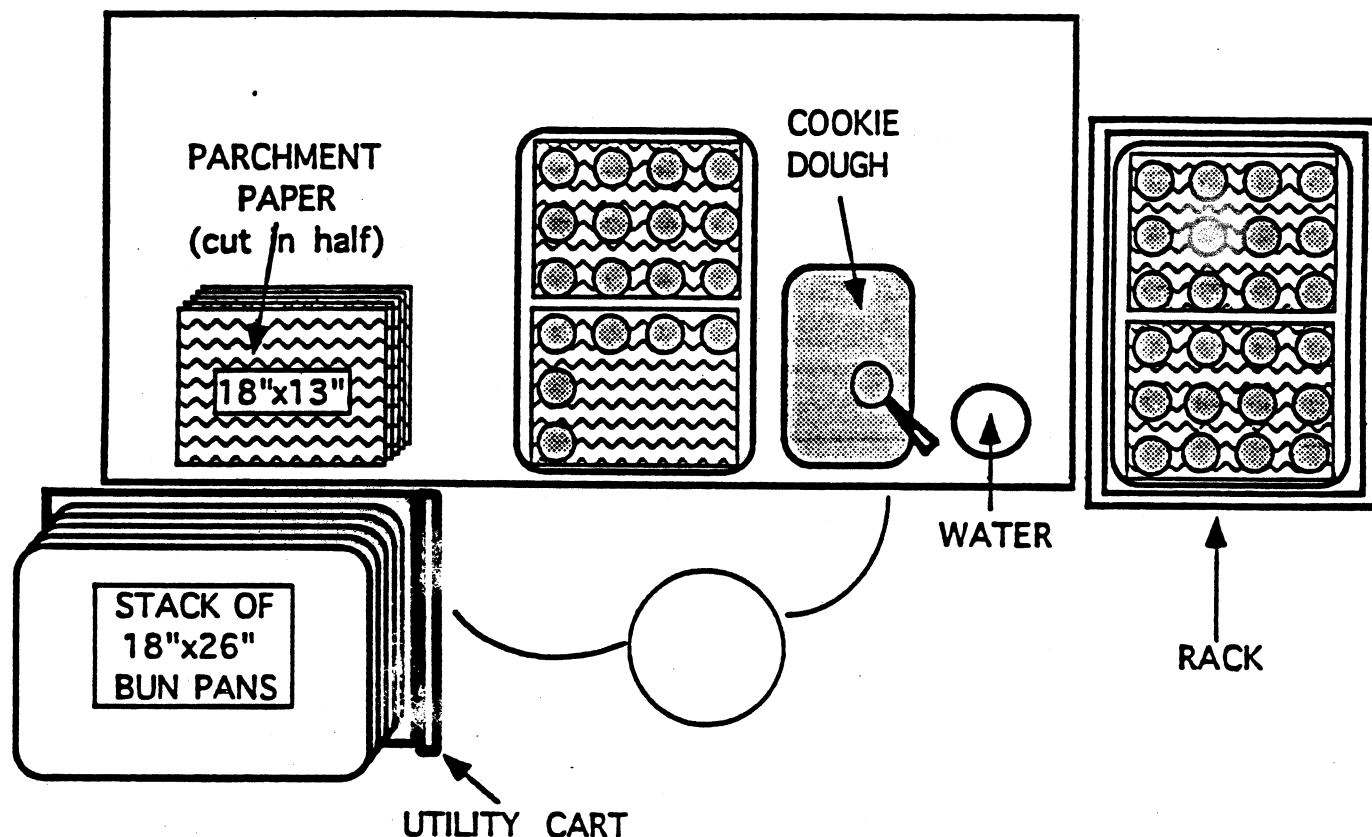
Using the work method prescribed one worker will need 2 minutes to grease, weigh and spread one pan of brownies.

PANNING COOKIES FOR BAKE OFF

(Elementary size #30)

SUGGESTED PREPARATION PROCEDURE

1. Cut 18"x26" parchment papers in half horizontally.
2. Setup work area according to diagram.



3. Place bun pan on work table, line with parchment paper. 2 sheets per pan.
(See illustration)
4. Following recipe, scoop a level #30 disher of dough onto parchment paper.
(4 across and 6 down, see illustration.)
5. Dip disher in water as needed, to prevent sticking.
6. Place full bun pan with 24 cookies on rack.

NOTE: Procedure should be done the same day cookie dough received.

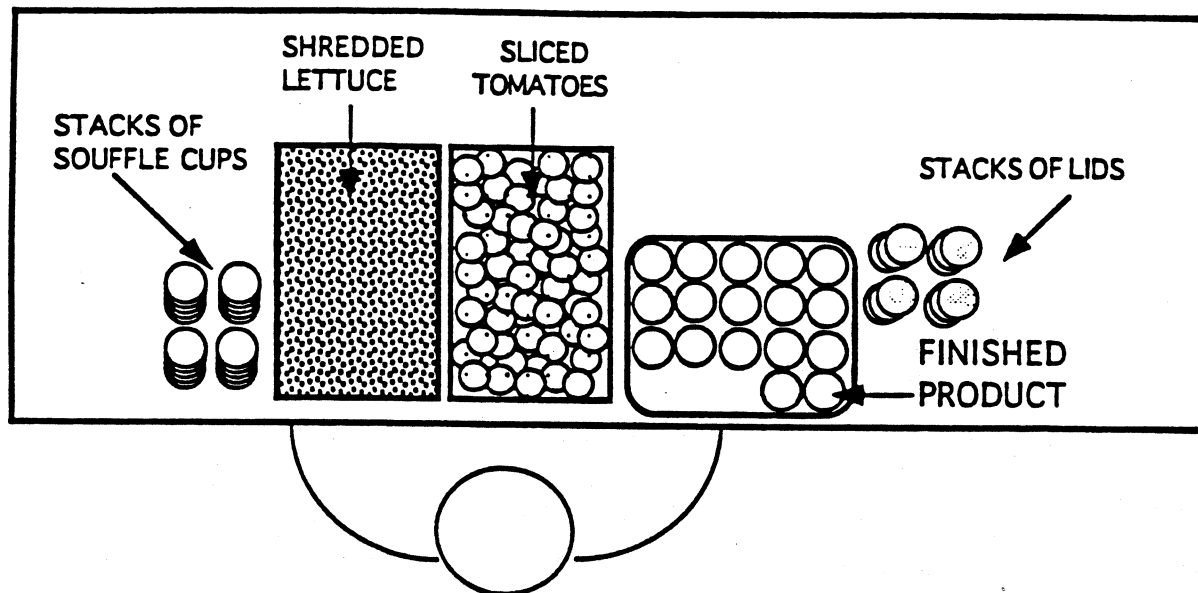
If cookie dough has been refrigerated, bring to room temperature for easy portioning with disher.

PRODUCTION STANDARD

Using the work method described, one worker is able to prepare 1 pan (24) cookies in 1-3/4 minutes or 8 pans (192 cookies) in 15 minutes.

LETTUCE & TOMATO CUPS

SUGGESTED PREPARATION PROCEDURE



1. Set up work area according to diagram.
2. Pick up one souffle cup with left hand and fill firmly with shredded lettuce (Equivalent to a #12 Scoop)

Note: souffle cup will remain in hand from start to finish.

3. Place one slice of tomato on top of lettuce.
May use 3 pickle chips in place of tomato. (Follow manager's instruction.)
4. Snap lid on top. (if required)
5. Place lettuce and tomato cup on tray and refrigerate.

*Left handed workers reverse set up.

PRODUCTION STANDARD

Using the work method described, one worker is able to fill 24 (Twenty four) Lettuce and Tomato cups in 3 minutes. (If lid is used, 24 cups in 4 minutes)

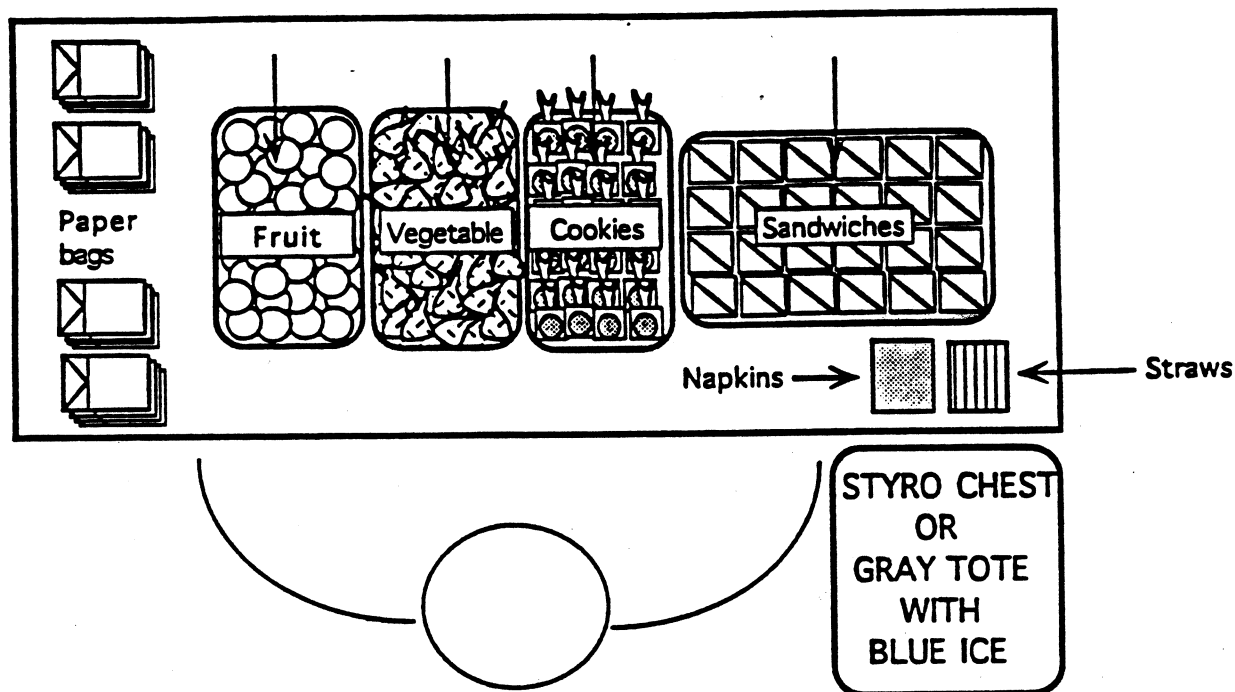
Reference: #397 Lettuce w/Tomato Slice

PICNIC LUNCH ASSEMBLE (IN PAPER BAGS)

Using paper bags for picnic lunches requires individual menu items to be wrapped and/or bagged in clear wrap or bag, with the exception of whole fruit.

SUGGESTED ASSEMBLE PROCEDURE

1. Set up work area according to illustration



2. Pre count paper bags according to individual site needs. (Saves time counting for distribution close to loading time.)
3. Pick up a paper bag with one hand, a fruit with the other hand.
4. Shake bag open, drop fruit inside.
5. Using one hand, pick up a portion of vegetable (pre bagged) and a portion of dessert(pre bagged) at the same time, drop in bag.
6. Place pre wrapped sandwich, straw & napkins in bag.
7. Close bag neatly with horizontal double fold.
8. Place picnic lunches in designated transport equipment prepared with blue ice.

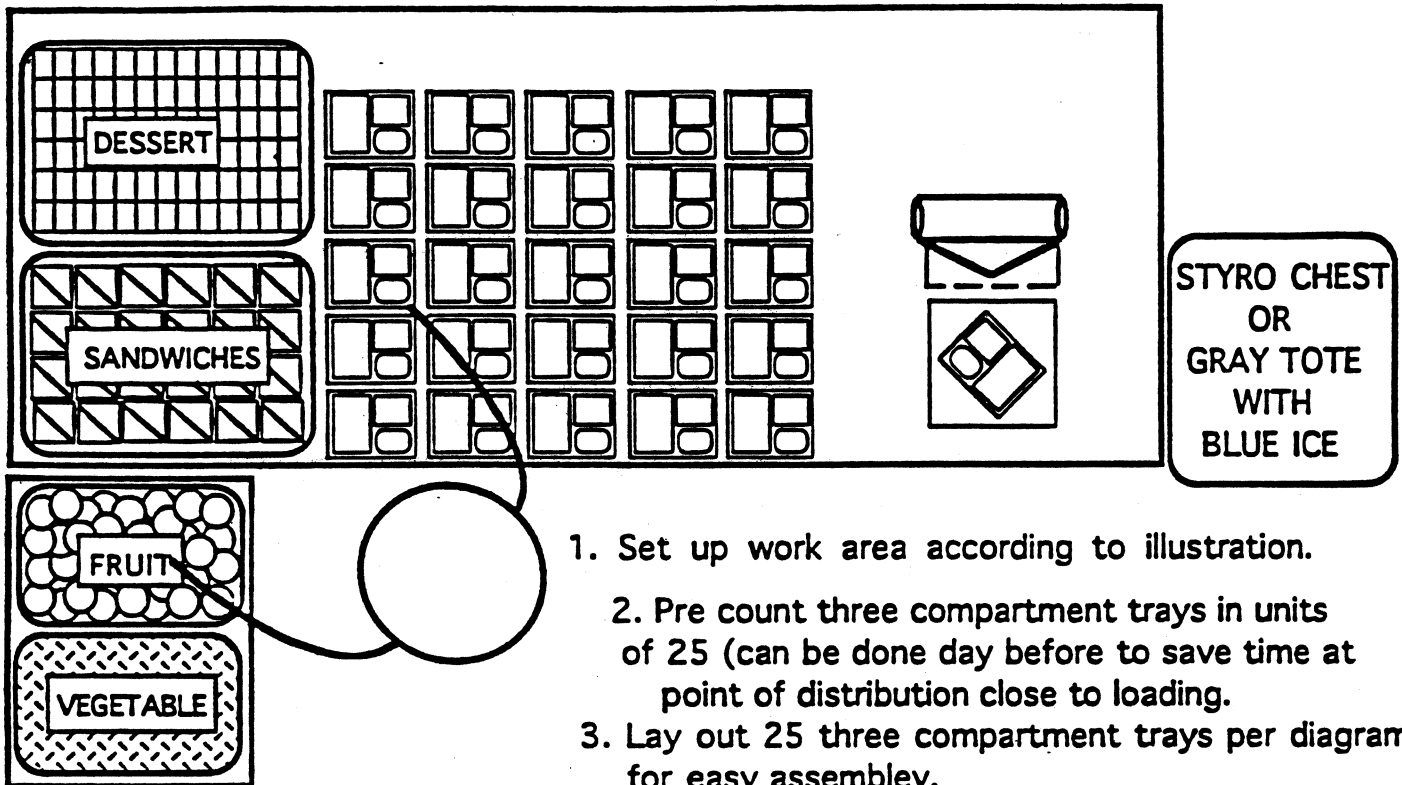
PRODUCTION STANDARD

Using the method described one worker is able to bag 100 picnic lunches with pre wrapped/bagged menu components in 20 minutes.

Two workers can work on opposite sides of the table using the same supplies.

PICNIC LUNCH ASSEMBLE (IN THREE COMPARTMENT TRAYS)

SUGGESTED ASSEMBLE PROCEDURE



1. Set up work area according to illustration.
2. Pre count three compartment trays in units of 25 (can be done day before to save time at point of distribution close to loading.
3. Lay out 25 three compartment trays per diagram for easy assembly.

4. Pick up fruit with one hand and a portion of vegetable in the other hand at the same time and place in designated tray compartments.
5. Repeat step #4 with sandwich and dessert until all trays are filled.

Wrapping instruction: Use 14"x14" perforated plastic sandwich wrap.

1. Turn tray 45 degree in front of sandwich wrap dispenser.
2. Hold both corner of plastic wrap pull until perforation is at the dispenser cutting point, then pull down to separate. Let plastic sheet fall over tray. (See illustration)
3. Using both hands, fold opposite corners tightly under trays to finish.
4. Place picnic lunches in designated transport equipment prepared with blue ice.

PRODUCTION STANDARD

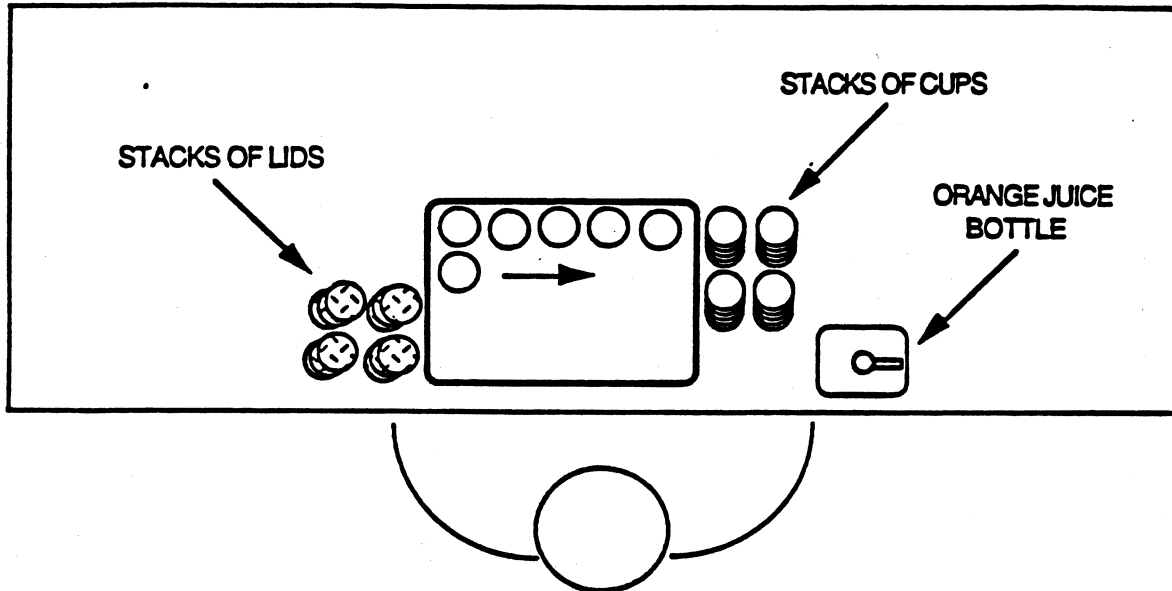
Using the method described one worker is able to assemble and wrap 100 picnic lunches in 20 minutes.

Two workers can work on opposite sides of the table using the same supplies.

POURING AND CAPPING JUICE

SUGGESTED PROCEDURE

1. Set up work area:



2. Take cups and lids out of plastic sleeve. Position and stack beside tray according to diagram.
3. Pick up one cup from stacks in one hand.
4. Pour juice directly from bottle into cup. (Juice in carton should be poured first into a pitcher.)
5. *Start rows of juice on the upper left corner of tray. Four (4) rows of five (5) cups, 20 per tray.
6. Pick up one lid in each hand, capping lid on two cups at a time.

Using the work method prescribed, one worker is able to fill and cap one tray of 20 cups in three minutes.

Two workers can work simultaneously: Worker #1 pours, worker #2 caps.

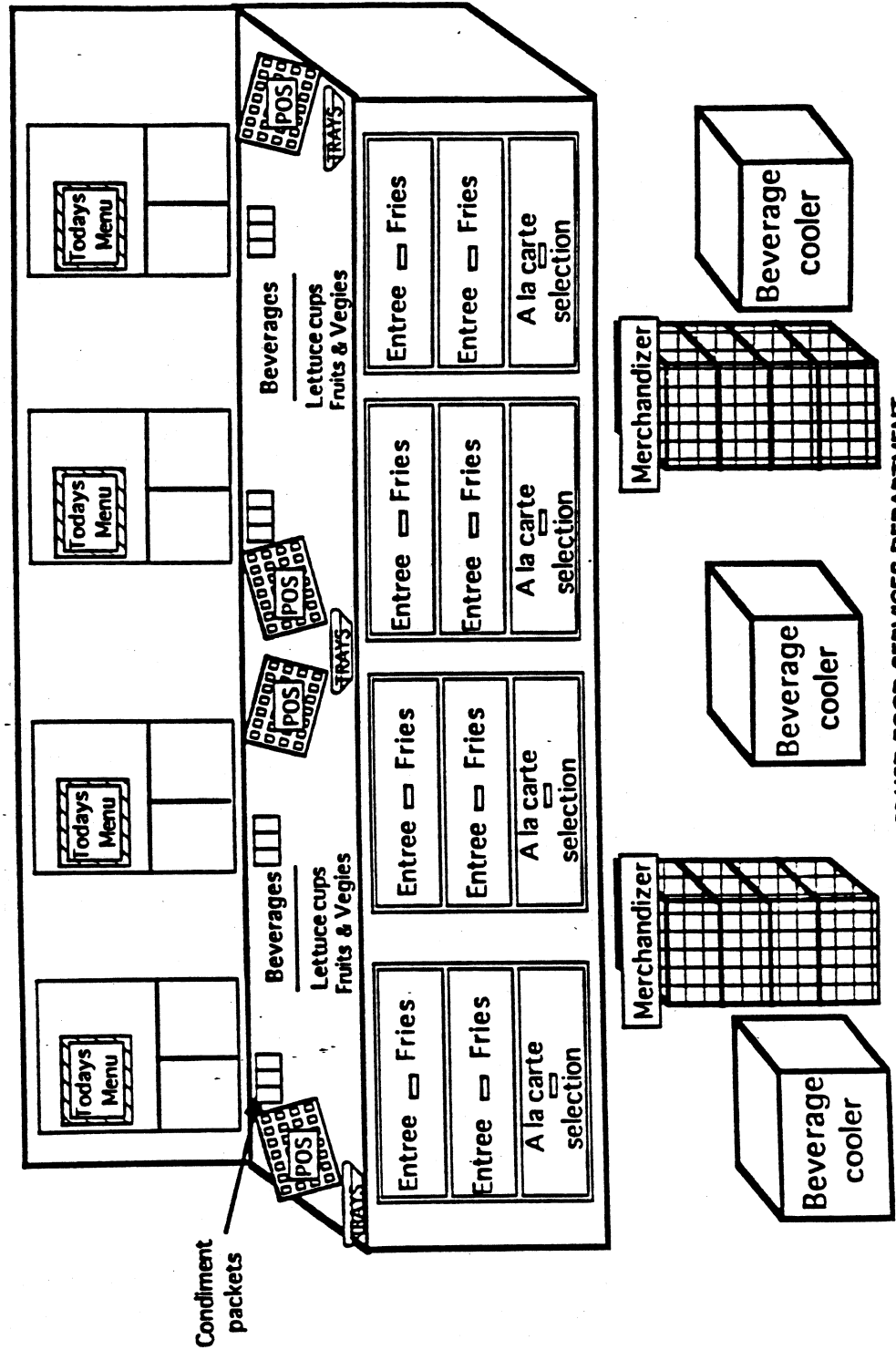
*Left handed workers reverse set-up

OUTSIDE LINE WINDOW SERVICE SETUP

Suggested setup for secondary outside line window service.

OBJECTIVES

- Display "Today's Menu" in each serving window.
- Keep serving counters attractively setup and uncluttered.
- Offer all selections at each serving window.
- Place most popular entrees in top drawers.
- Position merchandiser rack within easy reach and visible to the customers.
- NEVER leave the serving window during service! Let assigned "floater" replenish supply as needed.



Suggested setup for window service for Secondary schools with Hot & Cold units

- Arrange all merchandise in Hot and Cold units within easy reach, stocking most popular items closest to the cashier.
- Moving of covers for Hot and Cold units should be kept to a minimum during service.
- Keep serving counters attractively setup and uncluttered.
- Place all fruit and vegetable selections in a wirebasket for two cashier to share.
- Position merchandising racks on serving counter in front of the stationary window for easy reach and visible display. (Two cashiers share one merchandising rack.)
- NEVER leave the serving window during service! Let assigned "floater" replenish supply as needed.

